

**Minutes of the Planning & Institutional Effectiveness (PIE) Committee Meeting
September 5, 2018
Michael DeCarbo & Aaron Voelcker, Co-Chairs**

Attendance: Lacy Hedenberg, Darlene Diaz, Rosalba Hernandez, Steven Deeley, Joe Geissler, Marilyn Flores, Chrissy Gascon, Arlene Satele, Syed Rizvi, **Scott Sakamoto**, Vincent Vargas (ASG Vice President of ASG), Rudy Tjiptahadi, **Ivan Zambrano**, **Scott James**, Roberta Tragarz

Santiago Canyon College
Mission Statement

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging. (12/4/17)

AGENDA ITEM	DISCUSSION	TASKS/FOLLOW-UP
1. Welcome	<ul style="list-style-type: none"> • Introductions were made, new members welcomed. 	
2. Announcements	<ul style="list-style-type: none"> • The Guided Pathway Organizational Chart was presented to Academic Senate for a first reading. • Library: State passed \$6 million for a State-wide library operating system to migrate to Discover Tool in order to centralize all California Community Colleges; free first year for implementation; CSU is using this system, which is a better version of the system that the SCC Library is already using and could result in a savings of \$10,000 to \$15,000 a year for maintenance. • Academic Affairs: CCCCCO Vision for Success, Institutions are required to align institutional goals with the CCCCCO's Vision for Success goals; EMPC will make the recommendation for goal alignment to College Council; PIE will be responsible for measurement of SCC . 	<ul style="list-style-type: none"> • A signed agreement must be submitted by October 31st
3. Reports from Governance Committees	None	
4. Approval of Minutes 2 May 2018		<ul style="list-style-type: none"> • The minutes of May 2, 2018, were approved without dissent (moved by Steven Deeley and seconded by Joe Geissler).

<p>5. Review SCC Mission; PIE Committee Mission, Responsibilities, and Membership</p>	<ul style="list-style-type: none"> • SCC Mission Statement, PIE Committee Mission, Responsibilities and Membership were reviewed. 	<ul style="list-style-type: none"> • PIE membership: <ul style="list-style-type: none"> ➤ revise Facilities Committee to the <i>Facilities and SAFETY Committee</i> ➤ revise Assistant Dean of Institutional Effectiveness, Library & Learning Support Services (IELLSS) to Dean of IELLSS 												
<p>6. Request for Authorization to Apply for a Grant</p>	<ul style="list-style-type: none"> • The cumbersome process for gaining approval to apply for a grant when the grant amount was small or when there was urgency related to the grant application deadline required streamlining. <ul style="list-style-type: none"> ➤ Criteria for streamlining: Is the grant funding beyond 18 months? ➤ Revision of form brought to PIE in Spring 18 ➤ Additional changes requested <ul style="list-style-type: none"> ❖ Change: <i>checks to yes/no boxes</i> ❖ Revise: <i>Will this Grant require ongoing commitments? TO Will this grant require institutionalization?</i> ❖ Add: <i>Will this grant create additional facility needs, IT needs, or impact current facilities?</i> ❖ Add: <i>Project Administrator/Dean to signature page</i> ❖ Add: <i>Senate President's signature to page 6</i> ❖ Add: <i>Hyperlink to the grant on page 6</i> ❖ Add: <i>Decision deadline: You will typically receive a decision within 5 business days</i> ❖ Add to Page 2 question: <i>Match required with a Yes response:</i> <p>If yes, it is general fund, categorical, in-kind: Match amount: Math source:</p> <table data-bbox="443 1201 1413 1331"> <thead> <tr> <th></th> <th>Identify the Source</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>box</td> <td>General fund account</td> <td>XXXXXXXX</td> </tr> <tr> <td>box</td> <td>Categorical</td> <td></td> </tr> <tr> <td>box</td> <td>In-kind</td> <td></td> </tr> </tbody> </table>		Identify the Source	Amount	box	General fund account	XXXXXXXX	box	Categorical		box	In-kind		<ul style="list-style-type: none"> • A motion to approve the revisions to the form (moved by Michael DeCarbo and seconded by Darlene Diaz) was passed with two dissents (Marilyn Flores/Syed Rizvi).
	Identify the Source	Amount												
box	General fund account	XXXXXXXX												
box	Categorical													
box	In-kind													

7. Questions/Other		
Next meeting	<ul style="list-style-type: none"><li data-bbox="506 175 1066 207">• The meeting was adjourned at 4:30 p.m.<li data-bbox="506 248 1262 280">• Wednesday, October 3, 2018, 3:00 to 4:30 p.m., E-206.	