

**Minutes of the Planning & Institutional Effectiveness (PIE) Committee Meeting  
Michael DeCarbo & Aaron Voelcker, Co-Chairs  
September 4, 2019**

**Attendance:** Darlene Diaz, Steven Deeley, Scott Sakamoto, Scott James, Roberta Tragarz, Corinna Evett, Joanne Armstrong, Lacy Hedenberg, Rosalba Hernandez, Marilyn Flores, Arleen Satele. Lana Wong, Jose Vargas, Rudy Tjiptahadi, Ivan Zambrano

**Absent:** Denise Bailey, Elizabeth Arteaga, Syed Rizvi

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		
2. Announcements	.	
3. Reports from Governance Committees	<ul style="list-style-type: none"> <li>• Academic Senate: The two (2) revisions to the PIE Resource Request Process will go to Academic Senate on Tuesday, and then to College Council:               <ul style="list-style-type: none"> <li>○ Joint Chairs ranking was removed entirely from the left column</li> <li>○ Clarification as to where governance committees send requests was added to column 3</li> </ul> </li> <li>• Curriculum and Instruction: Authentication for eLumen was completed over the summer.</li> <li>• PIE – first Spring 2020 meeting is in March, which may require meeting electronically prior to that late</li> </ul>	<ul style="list-style-type: none"> <li>• Committee members were asked to spread the word that eLumen may now be accessed using your WebAdvisor log in</li> </ul>

4. Approval of May 29, 2019 Minutes		<ul style="list-style-type: none"> <li>The minutes of May 29, 2019, were approved without dissent (moved by Darlene Diaz and seconded by Corinna Evett).</li> </ul>
5. Review SCC Mission  PIE Committee Mission, Responsibilities, and Membership	<ul style="list-style-type: none"> <li>Online version reviewed</li> <li>Online version reviewed.</li> <li>A motion was made that the PIE Committee add one more student to bump up to the number to two (2 students, one appointed by ASG and one student approved by ASG).</li> </ul>	<ul style="list-style-type: none"> <li>SCC Mission – comma missing</li> <li>PIE Committee Mission revisions: <ul style="list-style-type: none"> <li>first bullet under responsibilities, remove <i>review all college planning documents and</i></li> </ul> </li> <li>Membership revisions: <ul style="list-style-type: none"> <li>Remove <del>Interim</del> Dean for Aaron</li> </ul> </li> <li>The motion was unanimously approved (moved by Corinna Evett and seconded by Marilyn Flores)</li> </ul>
6. Technology Request Price Quote Inflation Recommendation	<ul style="list-style-type: none"> <li>A motion was made to require all technology quotes: <ul style="list-style-type: none"> <li>Come from Alfonso Oropeza</li> <li>Include all ancillary costs required for hardware and software usage</li> <li>Include the appropriate inflation percentage based on recommendation from Alfonso Oropeza</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>The motion was unanimously approved (Moved by Steven Deeley and seconded by Arlene Satele)</li> </ul>
7. Questions/Others	<ul style="list-style-type: none"> <li>Question: Will late start in Spring impact the PIE evaluation process? <ul style="list-style-type: none"> <li>Aaron suggested that an electronic meeting may be required.</li> </ul> </li> </ul>	
Next meeting	<ul style="list-style-type: none"> <li>The meeting was adjourned at 4:28 p.m.</li> </ul> <p><b>Wednesday, October 2, 2019, 3:00 to 4:30 p.m., E-206</b></p>	