

**Minutes of the Planning & Institutional Effectiveness (PIE) Committee Meeting
October 4, 2017
Michael DeCarbo & Aaron Voelcker, Co-Chairs**

Attendance: Steven Deeley, Chrissy Gascon, Joe Geissler, Lacey Hedenberg, Rosalba Hernandez, Roberta Tragarz, Christian Vargas– Student Representative, Joyce Wagner, Alice Ho, Arleen Satele, Eric Hovanitz, Maureen Roe

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, act, communicate and think critically. We are committed to maintaining standards of excellence and providing an accessible, a transferable, and an engaging education to a diverse community.

AGENDA ITEM	DISCUSSION	TASKS/FOLLOW-UP
1. Welcome		
2. Announcements	None	
3. Reports from Governance Committees	<ul style="list-style-type: none"> • Budget: College budget reviewed and at this point, the budget is below funding; after a first look at the budget for the coming year, it appears the projected deficient will be 1.4 million • Senate: new faculty positions were prioritized • Facilities: hired a new facilities manager with an expertise in heating and air conditioning; a number of projects have been completed, including the Walk of Champions and the Parking Lot #1, remodeled to meet ADA standards 	
4. Approval of September 6, 2017, minutes		A motion was made to approve the minutes by Eric Hovanitz, and seconded by Steve Deeley. The minutes were unanimously approved.
5. Prioritization Rubric	<p>Joint Chairs discussed prioritization process and approved a resource request prioritization timeline; Jt. Chairs approved using the PIE prioritization rubric but they can revise the sorting</p> <p>Discussion on whether or not points should be added to the rubric for the new categories</p> <ul style="list-style-type: none"> • Consequences –information only, no points 	

	<ul style="list-style-type: none"> • Minimum Amount for Partial Funding — addressed in Budget Committee, added to rubric • Standard Practices in Field – saying no may punish innovation; points will be included • Signature Programs – approved for rubric with points • Student Achievement Data or Outcome Achievement Data: points for one but not for both 	
6. EMP Goal Assessment	<ul style="list-style-type: none"> • EMP determined that it would be PIE’s responsibility to assess if institutional goals are achieved. PIE needs to decide how to measure progress for stated institutional goals. <p>Discussion on how PIE will do this:</p> <ul style="list-style-type: none"> • EMP is the story behind how we designed our goals. • How, when and process for doing that annually. • Final assessment of 6 goals with 34 action items 	Aaron will send committee members the 34 action items prior to the next meeting for discussion
7. Planning Scenario: What is District’s Stabilization/ Recovery Effort is Unsuccessful?	<p>It is PIE’s obligation, per the <i>Shared Governance Handbook</i>, to <i>utilize, evaluate, and review rubrics for resource allocation, expansion, and contraction recommendations.</i></p> <p>Discussion followed</p>	
8. Request for Authorization to Apply for a Grant	<p>A request was made for the process to be streamlined and the request document reviewed.</p> <ul style="list-style-type: none"> • Task Force composed of Michael, Marilyn, Roberta Tragarz, and Maureen Roe will review the process and report to the PIE Committee at the December meeting. 	
9. Questions/Other		
Next meeting	<ul style="list-style-type: none"> • The meeting was adjourned at 4:22 p.m. • <u>Wednesday, November 2017, 3:00 to 4:30, E-206</u> 	