

**Minutes of the Planning & Institutional Effectiveness (PIE) Committee Meeting  
February 7, 2018  
Michael DeCarbo and Aaron Voelcker, Co-Chairs**

**Attendance:** Maureen Roe, Marilyn Flores, Roberta Tragarz, Joe Geissler, Alice Ho, Eric Hovanitz, Arleen Satale, Rosalba Hernandez, Steven Deeley, Ruth Babeshoff, Lacy Hedenberg, Christian Vargas (student), Darlene Diaz

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	Education Master Plan Committee: <ul style="list-style-type: none"> <li>Developing a hybrid template for the next Program Review, which will be presented for approval</li> </ul>	
4. Approval of 6 December 2017 minutes		<ul style="list-style-type: none"> <li>The December 6, 2017 minutes were approved with corrections, without dissent (moved by Eric Hovanitz and seconded by Arleen Satale).</li> </ul>
5. IEPI Goal Framework	<ul style="list-style-type: none"> <li>SSSP Funding dependent upon SCC's participation in the IEPI</li> <li>Deadline of June 15, 2018, for compliance</li> <li>Currently, SCC is in year 4</li> <li>Research will gather the statistical information to present at the next PIE meeting</li> <li>Yellow highlighted items on the document are required</li> </ul>	<ul style="list-style-type: none"> <li>Committee members were asked to review material prior to the discussion</li> </ul>
6. Finalize Prioritization Rubric Formula	<ul style="list-style-type: none"> <li>Revisions were made to the rubric based on the Resource Request form</li> <li>Budget is separate from planning</li> <li>Vice Presidents have discretion on ranking the list from their area</li> <li>Order of importance <ol style="list-style-type: none"> <li>Mission</li> <li>Safety</li> </ol> </li> </ul>	.

	<ol style="list-style-type: none"> <li>3. Legally Mandated</li> <li>4. SCC Goals</li> <li>5. Standard practice in the field/Unit ranking</li> <li>6. Dark Blue area items (DPP, Program Review, Outcomes Assessment, Student Achievement Data)</li> </ol> <ul style="list-style-type: none"> <li>• Weights <ol style="list-style-type: none"> <li>1. Adjust Excel formula to match weights</li> <li>2. 4.5 point differential determined to be the best for ranked items given all ratings the same otherwise</li> </ol> </li> </ul>	
7. 2017-2018 Ranking Process and Timeline	<p>Process remaining for Spring 18:</p> <ol style="list-style-type: none"> <li>1. Evaluate Budget Committee Analysis</li> <li>2. Develop the final list to send to College Council</li> </ol> <p>February 28 deadline to Aaron  March 20 Budget Committee meets  March 28 Electronic meeting to vote on the final list</p>	
8. Questions/Other	<p>ASB: Town Hall on March 14, 2018, 10 a.m. to 2 p.m.,  Location: Quad area in front of H Building</p>	
<p><b>Next meeting:</b></p> <p><b>Additional meeting:</b></p>	<p>The meeting was adjourned at 4:30 p.m.</p> <p>Wednesday, March 7, 2018, 3:30 – 4:30 p.m., E-206</p> <p>Wednesday, March 28, 2018, 3:30 – 4:30 p.m., E-206</p>	