

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

Attendance: Maureen Roe, Darlene Diaz, Tara Kubicka Miller, Rosalba Hernandez, Eric Hovanitz, Steven Deeley, Joe Geissler, Alice Ho, Vincent Vargas, student representative, Marilyn Flores, Chrissy Gascon, Arlene Satele

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	IEPI PRT Product Demos for Nuventive, eLumen, and Watermark are scheduled for March 16 th , 20 th , and 21 st .	
3. Reports from Governance Committees	<p><i>Facilities:</i></p> <ul style="list-style-type: none"> • Math offices and classes will be moved for Summer 18, as the D Building will be under construction • ADA compliant picnic tables will be placed around campus; \$2 million is earmarked to meet ADA compliance <p><i>Budget:</i></p> <ul style="list-style-type: none"> • Reviewed SCC budget, which is on track • Reviewed different funding sources in preparation for resource requests; will approve at next meeting and send back to PIE <p><i>Senate:</i></p> <ul style="list-style-type: none"> • Resolution passed for one-year exploration of Guided Pathways; the Guided Pathways plan will be submitted to College Council for a first reading on March 13 	

	<ul style="list-style-type: none"> Chief Bland made a presentation about campus safety and reported that door locks are being tested for purchase and implementation <p><i>Student Success and Equity:</i></p> <ul style="list-style-type: none"> It was requested that the Academic Success Center position be removed and an Equity Co-Coordinator position be added to the membership list. <p><i>Curriculum and Instruction Council:</i></p> <ul style="list-style-type: none"> Anaisabelle Garcia was hired as the permanent Curriculum Specialist. 	
4. Approval of Minutes February 7, 2018		<p>The February 7, 2018 minutes were approved, with corrections, without dissent (moved by Stephen Deeley and seconded by Eric Hovanitz), with two members abstained:</p> <p>Tara Kublicka-Miller VincentVargas</p>
5. IEPI Goal Framework - Update	<ul style="list-style-type: none"> This is the fourth year SCC has participated Allocation of SSSP funds are dependent upon our IEPI participation The goal framework and process is on hold until the metric simplification task force at the CCCCCO completes their work to reduce the number of initiative-spanning metrics to less than 20. 	
6. 2017-2018 Ranking Process and Timeline Update	<ul style="list-style-type: none"> The deadline for Committee members to rank the 114 resource request is: March 15, 2018, 12:00 midnight Aaron will be compiling the rankings for the Budget Committee and requested that when ranking members not edit the excel spreadsheet. The Budget Committee will return the rankings with financial information The rankings and Budget Committee information will be reviewed at the special March 28th meeting, 3:00 to 4:30 p.m., E-206 	
7. Planning and Resource Allocation Process Survey	<ul style="list-style-type: none"> The Planning and Resource Process and Allocation survey is sent out every year The survey has not been revised in the last four years. Aaron cautioned that longitudinal information is important so making too many adjustments may affect those statistics 	

	<p>Suggested Revisions:</p> <p>Question #3.</p> <ul style="list-style-type: none"> • Add this response choice as a fourth option: <i>I do not know what a resource request form is.</i> <p>Question #4:</p> <ul style="list-style-type: none"> • The amount of time to complete the Resource Request form is <i>not too long</i>. Revise <i>not too long</i> to <i>reasonable</i>. <p>Prompt for Question #6:</p> <ul style="list-style-type: none"> • Edit the heading, <i>the Overall Process and Satisfaction with Outcomes of the Process</i> to <i>The Overall Process</i> • Focus the statements for Question #6 the overall resource request and prioritization process. <p>Eliminate the last two statement responses:</p> <ul style="list-style-type: none"> ➤ I am satisfied with the outcome of the prioritization process. ➤ I am satisfied with the resource request and prioritization process. 	
8. Questions/Other		
Next meeting	<ul style="list-style-type: none"> • The meeting was adjourned at 3:50 p.m. • <u>Wednesday, March 28, 2018, 3:00 to 4:30, E-206</u> 	