



## Planning and Institutional Effectiveness Committee

**MINUTES for April 12, 2021 | 3:00 – 4:45 PM | Zoom Meeting**

<b>Members Present:</b>	Jessica Luedtke (co-chair), Lisa Cork, Michelle Fischthal, Marne Foster, Neill Kovrig, Andrei Lucas, Margaret Posner, Jesus Rivas, Star Rivera-Lacey, Jackie Sabanos, Debi King
<b>Not Present:</b>	John Bromma (co-chair), Katie Serbian
<b>Recorder:</b>	Debi King

### AGENDA

#### 1. Call to Order 3:03 PM

#### 2. Action Items

##### 2.1 Approval of Agenda

CONCLUSION	Motion to approve by Michelle, seconded by Andrei – motion approved
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##### 2.2 Approval of March 8, 2021 Meeting Minutes

CONCLUSION	Motion to approve by Jesus, seconded by Lisa – motion approved
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#### 3. Information/Discussion Item(s)

##### 3.1 Progress on Previous Action Items

INFORMATION	<ul style="list-style-type: none"> <li>PIE page and meeting schedule was sent to new member, Lisa Cork</li> <li>No strategic planning blurb in SDCCE newsletter - conversation sessions information sent out instead</li> </ul>
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##### 3.2 Information: Master Plan Overview

INFORMATION/ DISCUSSION	PowerPoint was shared with committee describing the project <ul style="list-style-type: none"> <li>Planning process</li> <li>Planning conversation sessions</li> <li>Timeline</li> </ul>
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##### 3.3 Second May Meeting – Week of May 17

DISCUSSION	Committee agreed to have a second May meeting on 5/19/2021 (3:00-4:30 PM) to analyze the results of the Community and Student Feedback Surveys and incorporate them in the Strategic Master Plan
ACTION ITEM	Jessica will schedule meeting and send to committee members

##### 3.4 Primary Conversation Categories and Prompts

DISCUSSION	<ul style="list-style-type: none"> <li>Topic selection discussion: <ul style="list-style-type: none"> <li><i>Curriculum and Instruction</i></li> <li><i>Student Support</i></li> <li><i>Technology and Facilities</i></li> <li><i>Communication and Collaboration</i></li> <li><i>Student Equity, Retention, and Persistence</i></li> <li><i>Institutional Processes and Planning</i></li> </ul> </li> </ul>
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##### 3.5 Committee Report Outs

INFORMATION	<ul style="list-style-type: none"> <li>Accreditation Sub-Committee - progress report submitted, WASC visit 4/29/2021</li> <li>Budget – went over tentative budget, Governor's January projections, went through the resource allocation process with Technology and Safety &amp; Facility committees</li> <li>Classified Senate / Kudos – working on People's Choice Awards nominations which will run through the end of April – expanding to include anybody in the institution (faculty, classified, and NANC) and will be given out in May during Classified Appreciation Week</li> </ul>
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#### 4. Adjournment: Meeting adjourned at 4:15 PM

**Next Meeting:** May 10, 2021 | 3:00 – 4:45 PM | Zoom Meeting

**2nd May Meeting:** May 19, 2021 | 3:00 – 4:30 PM | Zoom Meeting

Minutes submitted by: Debi King

Minutes approved:

By committee on 5/10/2021