



Planning and Institutional Effectiveness Committee

MINUTES for December 14, 2020 | 3:00 – 4:45 PM | Zoom Meeting

Members Present:	Jackie Sabanos, Jessica Luedtke (co-chair), Jesus Rivas, John Bromma (co-chair), Margaret Posner, Marne Foster, Neill Kovrig, Star Rivera-Lacey, Richard Weinroth
Not Present:	Andrei Lucas, Katie Serbian, *Michelle Fischthal, Debi King
Guest:	*Alex Berry for Michelle Fischthal
Recorder:	Debi King <i>(via Zoom video of meeting)</i>

AGENDA

1. Call to Order 3:03 PM

2. Action Items

2.1 Approval of Agenda

CONCLUSION Motion to approve by Jesus, seconded by Marne – motion approved

2.2 Approval of November 9, 2020 Meeting Minutes

CONCLUSION Motion to approve by Richard, seconded by Marne – motion approved

3. Information/Discussion Item(s)

3.1 Annual Integrated Planning progress and next steps

INFORMATION	<ul style="list-style-type: none"> • Program review group to review commencing next meeting of Program Review committee • PRC expressed encouragement and appreciation of AIP writers in the SDCE newsletter (published 12/14) message also posted on the faculty/staff website • PRIE has processed the resource request data from Campus Labs and created a spreadsheet <ul style="list-style-type: none"> ○ 271 requests submitted ○ Any issues with the requests are being flagged (missing information and/or clarity needed) ○ Review group is going through all the requests to be reviewed by different resource committees ○ Group members will be validating requests that align with their area of expertise ○ Feedback will be shared with the units on January 11th ○ The exception is contract faculty requests which will be reviewed in December by the Faculty Priority Hiring Committee ○ Professional Development, Safety & Facilities, and Technology committees will review Feb 1st – 26th
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3.2 Institutional Strategic Plan Cycle and new Strategic Plan

INFORMATION	<ul style="list-style-type: none"> • District’s Strategic Planning Committee is working toward their new districtwide strategic plan • SDCE strategic plan is more closely aligned with the District’s timeline because of the extension
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3.3 Committee report-outs

INFORMATION	<ul style="list-style-type: none"> • Research Subcommittee – met in early December; discussing the future Research Agenda • Budget – has not met since November, will be meeting in the new year • Technology – met in November, discussed resource allocation and funding distribution • Safety and Facility – met last week, no update • Professional Development – met before this meeting; worked on priorities document for president’s cabinet • Program Review Committee – is meeting with programs/departments to give face-to-face feedback of PR • Classified Senate – starting People’s Choice Awards and Kudos process; professional development • Academic Senate – focusing on distance learning
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3.6 SDCE Newsletter Blurb Content and Writer

DISCUSSION	Tabled to next meeting
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4. Adjournment: Meeting adjourned at 3:57 PM

Next Meeting: January 11, 2021 | 3:00 – 4:45 PM | Zoom Meeting

Minutes submitted by: Debi King

Minutes approved:

By committee on 1/11/2021