



PIE COMMITTEE

October 3, 2022 Minutes
11:00 – 12:30 PM
Via Zoom Meeting

Members

- ✓ Jennifer Hinostrroza, *Faculty Natural Sciences, Co-Chair*
- ✓ Patty Quinones, *Director, Research and Institutional Effectiveness, Co-Chair*
- ✓ Meghan Chen, *Associate Vice President, Instruction*
- Fawaz Al-Malood, *Associate Dean, Business, Instruction*
- ✓ Thomas Mauch, *Associate VP, Student Services*
- Pedro Suarez, *Assistant Director Academic Technology, IT Services*
- ✓ Christopher Jackson, *Faculty Outcomes Coordinator*
- Krupa Patel, *Instruction Business Analyst*
- ✓ Annel Medina Tagarao, *Educational Research Assessment Analyst*
- Roger Willis, *Academic Senate President*
- ✓ Lance Heard, *Associate Dean, Humanities and Social Sciences, Instruction*
- ✓ Sarah Plesetz, *Associate Dean, Technology & Health, Instruction*
- John Vitullo, *Associate Dean of Natural Science, Instruction*
- ✓ Bruce Nixon, *Technology and Health Faculty*
- Jimmy Tamayo, *Natural Sciences, Faculty*

- ✓ Pauline Swartz, *Library/Learning, Faculty*
- ✓ Landry Chaplot, *School of Continuing Ed, Faculty*
- Bernard Somers, *Student Services, Faculty*
- Vacant, *Student Representative*
- Alexis Carter, *Human Resources*
- ✓ Caitlin Rodriguez, *Facilities Plan and Management, CSEA 262*
- Vacant, *CSEA 651*
- ✓ Rosa Royce, *Budget Committee Liaison*
- ✓ Gary Nellesen, *Executive Director, Facilities Plan and Management*

Regrets: Krupa Patel, Pedro Suarez, John Vitullo, Possibly Jimmy Tamayo,

Guests

<u>Meeting Agenda</u>	<u>ACCJC Standard</u>	<u>Outcomes</u>
I. Welcome & Introductions		Welcome to committee members.
II. Approval of Minutes: September 19, 2022		September 19, 2022 minutes were approved with minor corrections: <ul style="list-style-type: none"> • Remove from Nuventive update <i>(and making it available to the Unit level)</i>.
III. Review Integrated Planning and Budgeting Process Calendar	IB.7	<p><u>The Integrated Planning and Budget Process Calendar was discussed by P. Quinones. Calendar needs updating and is divided into three columns: Strategic Plan (SP), Planning for Institutional Effectiveness (PIE) and Budget column with calendar dates from July-December and January-June. The focus should be on updating the PIE column. She suggests that the committee review and make changes to the (PIE) section.</u></p> <p>Committee discussed month by month items and requested some changes.</p> <p>Suggestions:</p> <ul style="list-style-type: none"> • Remove specific dates from items (e.g., change unit PIE summaries with resource request due May 31st to change unit PIE summaries with resource request due in May. • The committee was unsure about the combined Strategic Goal and PIE process, so it was

		<p>suggested to consider recommendations from IEC and Expanded PAC.</p> <ul style="list-style-type: none"> • Add a Facilities box which notes: <ul style="list-style-type: none"> ○ Have Facilities Estimate request form submit in November for Estimates. • Check with P. Suarez when the Managers and VP PIEs open. Old calendar indicates they open in February and March, but this may happen at a later date now. • Remove “one-time” from item Departments prioritize new resource request for one-time funding in PIE forms because New Resources for Ongoing and One-time are prioritized. • Discuss whether the institution PIE should be revised to be a document that highlights themes and provides examples of units working towards implementing strategic priority strategies.
<p>IV. Open PIES</p>	<p>IB.8</p>	<p><u>P. Quinones said IEC has been working on the Strategic Plan. Faculty could not view or edit open PIEs. Since P. Suarez and K. Patel are not present in the meeting to assist with this topic, this will be a discussion during the next PIE meeting held on Monday, October 17, 2022.</u></p> <ul style="list-style-type: none"> • J. Hinostraza said that her department has access to PIE, and L. Heard suggested that she shares this information with faculty members about how access having contributes to the PIE process in her department.
<p>V. Additional Training workgroup</p>	<p>IB.9</p>	<p><u>J. Hinostraza said during the last PIE meeting it was discussed to have training on closing the loop, goals, resources, and outcomes. Since P. Suarez and K. Patel are not present during the meeting to assist this topic, she asked if there were volunteers to help assist with the trainings.</u></p> <ul style="list-style-type: none"> • R. Royce mentioned budget committee concerns with PIE requests that are not funded each fiscal year. There is no process for how communication about these items should occur. <p><u>Volunteers for the following training sessions:</u></p> <p>C. Jackson – Outcomes P. Swartz– Closing the loop P. Quinones – Goals A. Tagarao – As needed</p> <ul style="list-style-type: none"> • M. Chen suggested having a division-level manager available during the training to give feedback to those who may have questions or concerns. In addition. It would be helpful if R.

		<p>Royce and G. Nellesen have an essential role in attending the trainings.</p> <p>Training workgroup will be discussed at a future meeting.</p>
VI. Meeting Schedule		<p><u>P. Quinones asked if committee members are open to changing the PIE meeting schedule from twice a month to once a month?</u></p> <ul style="list-style-type: none"> It was decided, meetings should be held on the current schedule. Continue to leave scheduled meetings on the calendar and cancel them if necessary.
VII. Other – G. Nellesen – AP 6610 – Facilities Estimate Request -		<p><u>J. Hinostrroza said she met with G. Nellesen, who asked her if the Facilities Estimate Request step be included in the AP6610. She feels this should be added and would like the committee’s feedback.</u></p> <ul style="list-style-type: none"> Committee agrees “Facilities Estimate Request” should be added to AP 6610. <p>G. Nellesen plans to add information to AP and discuss it with the group at future meetings.</p>

2022-23 Meetings 11:00-12:30PM 1st & 3rd Mondays
Fall 2022 September 19, October 3 & 17, November 7 & 21
Spring 2023 March 6 & 20, April 3 & 17, May 1 & 15