



## PIE COMMITTEE

September 16, 2024, Minutes  
11:00 – 12:30 PM  
Via Zoom Meeting

### Members

Jennifer Hinostroza, Faculty Natural Sciences, <b>Co-Chair</b>	✓	Vacant, Faculty - credit	
Patty Quinones, Director, RIE, <b>Co-Chair</b>	✓	Stacy Bacigalupi, Psychology, Faculty	
Meghan Chen, Associate Vice President, Instruction		Pauline Swartz, Library/Learning, Faculty	✓
Annel Medina Tagarao, Educational Research Assessment Analyst	✓	Vacant, Student Services, Faculty	
Christopher Jackson, Faculty Outcomes Coordinator	✓	Cathy Hayward, Facilities – CSEA 262	✓
Tania Anders, Academic Senate President	✓	Vacant, CSEA 651	
Vacant, Director, Student Services		Sophie Gieng, Student Representative	
Lance Heard, Associate Dean, Humanities and Social Sciences, Instruction	✓	Rosa Royce, Budget Committee Liaison	✓
Vacant, Associate Dean, Technology & Health, Instruction		Tika Dave-Harris, Human Resources	✓
Lianne Greenlee, Assistant Dean of Instruction	✓	Vacant, Senior Facilities Planner	
Minerva Avila, Special Projects Manager, SCE	✓		
Monica Cantu-Chan, Director of Technology		Doris Torres – Notes	✓
Krupa Patel, Instruction Business Analyst			

### Guests:

<u>Meeting Agenda</u>	<u>ACCJC Standard</u>	<u>Outcomes</u>
<b>I. Welcome &amp; Introductions</b>		<ul style="list-style-type: none"> <li>Patty and Jennifer welcomed committee members</li> </ul>
<b>II. Approval of Minutes: June 3, 2024</b>		<ul style="list-style-type: none"> <li>June 3 meeting minutes were approved with one minor change.               <ul style="list-style-type: none"> <li>Include Lianne Greenlee in the list of attendees to the June meeting.</li> </ul> </li> </ul>
<b>III. IEC Update</b>		<ul style="list-style-type: none"> <li>Patty met with IEC where it was discussed and voted to create a single planning committee for the campus. IEC has agreed to accept the PIE and IEC merger recommendation which will be forwarded to Presidents Advisory Committee (PAC) for approval on October 2, 2024.</li> <li>Patty reported that the IEC membership discussion went well. The list of names of those interested in merging with IEC were added to the IEC and PIE membership list.</li> <li>Cathy Hayward suggested appointing someone from facilities to the IEC/PIE committee to fill the vacant position left by Megan Moscol, Senior Facility Manager. Doris will contact Shannon Carter, Associate VP of Admin. Services to find a replacement.</li> </ul> <p>PIEC is planning on holding a final meeting on Monday, October 7, 2024, to plan the transition for the PIE/IEC merger.</p>

<u>Meeting Agenda</u>	<u>ACCJC Standard</u>	<u>Outcomes</u>
<b>IV. Resource request update (cheat sheets)</b>		No Discussion – Krupa Patel was not in attendance for this discussion.
<b>V. Prioritization Rubric (review example)</b>		<ul style="list-style-type: none"> <li>• Patty asked the PIEC if they want to create a prioritization rubric for the 2023-24 fiscal year, knowing it may change in 2024-25 due to the Educational Facilities Comprehensive Plan (EFCP). Does the committee have a plan for working on the rubric while the EFCP is in progress? Should this be brought up to IEC for their suggestions?</li> </ul> <p>Prioritization rubric suggestions from committee members:</p> <ul style="list-style-type: none"> <li>○ Jennifer - Use certain elements in 2023-24 to help individuals become familiar with the rubric and make progress for the new PIE process in 2024-25.</li> <li>○ Lianne - Note that the goals will be replaced with the EFCP. The EFCP plan will include goals, objectives, strategies, and metrics.</li> <li>○ Lianne - Possibly ask individuals to share data and metrics in order to move to the next steps.</li> <li>○ Christopher - Create a worksheet with the new process.</li> <li>○ Christopher - Ask Nuventive to assist with reports for easier accessibility.</li> <li>○ Annel - Create a program review resource guide.</li> <li>○ Patty - Consider a prioritization process that might be similar to the program review.</li> <li>○ Jennifer – Shared Peralta College’s Program Review data elements handbook. Committee expressed interest in creating a similar handbook for next year.</li> </ul> <p>After further discussion, PIEC has decided not to develop a priority rubric for 2023-24, but will work on a program review handbook, resource request guide, and templates for 2024-25.</p>
<b>VI. Titles on Resources Pages – Update &amp; Other asks</b>		No Discussion – Krupa Patel was not in attendance for this discussion.
<b>VII. Other</b>		

2024-25 Meetings 11:00-12:30PM 1st & 3rd Mondays  
**Fall 2024:** September 16, October 7, October 21, November 18, December 2, December 16