



## PIE COMMITTEE

April 15, 2024, Minutes  
11:00 – 12:30 PM  
Via Zoom Meeting

### Members

Jennifer Hinostroza, Faculty Natural Sciences, <b>Co-Chair</b>	✓	Krupa Patel, Instruction Business Analyst	✓
Patty Quinones, Director, RIE, <b>Co-Chair</b>	✓	Vacant, Faculty - credit	
Meghan Chen, Associate Vice President, Instruction		Stacy Bacigalupi, Psychology, Faculty	✓
Vacant, formerly Associate Dean, Business		Pauline Swartz, Library/Learning, Faculty	✓
Annel Medina Tagarao, Educational Research Assessment Analyst	✓	Minerva Avila, School of Continuing Ed. Manager	✓
Christopher Jackson, Faculty Outcomes Coordinator	✓	Vacant, Student Services, Faculty	
Tania Anders, Academic Senate President	✓	Cathy Hayward, Facilities – CSEA 262	✓
Clarence Banks, Director, Student Services	✓	Vacant, CSEA 651	
Lance Heard, Associate Dean, Humanities and Social Sciences, Instruction	✓	Sophie Gieng, Student Representative	✓
Sarah Plesetz, Associate Dean, Technology & Health, Instruction	✓	Rosa Royce, Budget Committee Liaison	
John Vitullo, Associate Dean of Natural Science, Instruction	✓	Tika Dave-Harris, Human Resources	✓
Vacant, formerly Dean, Natural Sciences		Megan Moscol, Senior Facilities Planner	✓
Monica Cantu-Chan, Director of Technology, IT Services	✓		

**Guests:** Lianne Greenlee

<u>Meeting Agenda</u>	<u>ACCJC Standard</u>	<u>Outcomes</u>
<b>I. Welcome &amp; Introductions</b>		<ul style="list-style-type: none"> <li>Jennifer welcomed committee members.</li> </ul>
<b>II. Approval of Minutes: March 4, 2024</b>		<ul style="list-style-type: none"> <li>March 4, 2024, meeting minutes were approved.</li> </ul>
<b>III. Membership updates</b>		<ul style="list-style-type: none"> <li>Jennifer announced new membership updates. Welcome:               <ul style="list-style-type: none"> <li>Sophie Gieng, New Student Representative is replacing Brandon Yee...</li> <li>Lianne Greenlee, Professional and Organizational Development, Lianne was appointed by Kelly Fowler, possibly replacing Sarah Plesetz.</li> </ul> </li> <li>Jennifer is waiting for an official email which will provide her with the replacement details for Lianne Greenlee.</li> </ul>
<b>IV. PIE Purpose &amp; Function request from PAC</b>		<ul style="list-style-type: none"> <li>Jennifer mentioned in the Purpose &amp; Function Statement for PIE, Function #1 has been approved by the President's Advisory Committee (PAC), with recommendations to include "the Climate Action Plan." Jennifer asked committee members to review Function #1 and decide whether it should be handled by the PIE committee or Institutional Effectiveness Committee (IEC).</li> <li>The PIE committee reviewed and discussed "Function #1" section below:</li> </ul>

<b><u>Meeting Agenda</u></b>	<b><u>ACCJC Standard</u></b>	<b><u>Outcomes</u></b>
		<ul style="list-style-type: none"> <li>○ Align PIE with campus efforts and plans, included the College's Strategic Plan, the Climate Action Plan, the Educational and Facilities Master Plan the Student Equity and Achievement Program, Guided Pathways, and the Chancellor's Office Vision for Success.</li> <li>• Since Planning for Institutional Effectiveness Committee (PIE) is an element of program review and the committee reports to Institutional Effectiveness Committee (IEC), it has been decided to strikeout Function #1 from PIE's Purpose and Function Statement and have it fall under the responsibility of IEC.</li> <li>• The updated Purpose &amp; Function Statement information will be resubmitted to President's Advisory Committee (PAC).</li> </ul>
<b>V. Resource request options review</b>		<ul style="list-style-type: none"> <li>• Jennifer asked Krupa to share Nuventive's Unit Goals and Resources section. There are sections that may cause confusion when entering PIE information. Jennifer asked committee members for recommendations before making changes.</li> <li>• Krupa shared the Nuventive PIE platform with committee members and explained that the Resource Request, Resources Needed, Status and Request Status tabs are similar, she asked whether any changes should be made.</li> <li>• After discussing the similarities, the committee decided to add drop-down tabs to the top of the Nuventive page. With these tabs, you can access detailed information and determine which request is needed.</li> <li>• Monica and Krupa will work together on making the appropriate changes to the Nuventive platform.</li> <li>• Krupa mentioned she would like to discuss restructuring the activities tab during the next PIE meeting in May.</li> </ul>
<b>VI. Update on PIE revision</b>		No discussion. Topic tabled to the next meeting.
<b>VII. Comprehensive PIE examples</b>		No discussion. Topic tabled to the next meeting.
<b>VIII. Other</b>		

2023-24 Meetings 11:00-12:30PM 1st & 3rd Mondays  
**Spring 2024:** March 4, March 18, April 15, May 6, May 20, June 3