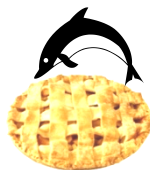


PLANNING, INSTITUTIONAL EFFECTIVENESS, AND ACCREDITATION COMMITTEE

(PIEAC)



October 30, 2013

College Center / Fourth Floor Conference Room

Present	Member	Present	Member	Present	Member
	L. Adrian		M. Halverson		Kevin Nguyen
x	D. Aistrich		A. Holliday		C. Oberlin
x	C. Arellano	x	N. Jones		V. Rodriguez
x	G. Berggren		N. Kabaji		H. Rothgeb
X	J. Colson	x	L. Kuntzman	X	C. Ryan
x	S. Davis		L. Lee	X	W. Sacket
x	K. Erdkamp	X	R. Lockwood	x	J. Sanchez
x	M. Fry		V. Lopez		C. Stewart
x	S. Gonzalez	x	Michelle Ma	x	L. Wilkerson
x	J. Groot	x	L. Melby		
X	P. Gutierrez		C. Nguyen		*31 Members

Mandate: *To provide oversight and leadership in support of institutional effectiveness and, through ongoing intentional College-wide evaluation, dialogue, planning, coordination, and use of systematic data to ensure student learning, ensure that the College fulfills its mission and meets or exceeds institutional accreditation standards. PIEAC makes recommendations to the President through College Council and through appropriate bodies as necessary, and all bodies provide reports to the PIEAC.*

Dr. Pedro Gutierrez, co-chair, called the meeting to order at 2:20 p.m. in the 4th Floor Conference Room of the College Center.

AGENDA:

Action: *A motion was made and seconded to adopt the Agenda by the committee.*

Guests:

Laurie Melby is sitting in for Christine Nguyen, Vice President of Administrative Services.

MINUTES:

Action: A motion was made and seconded to approve the September 18, 2013, Minutes.

Motion carried with the following vote:

Yes: Seventeen (17)

No: None

Abstention: two (2)

Action: The committee approved the revised Minutes of the October 2, 2013, meeting with the following changes:

- Page 3: Delete an extra period in the first paragraph
- Page 2: Place punctuation inside quotation marks
- Page 1: Mark that Rick Lockwood attended the meeting

Motion carried with the following vote:

Yes: Fifteen (15)

No: None

Abstention: Four (4)

Wing Update

Laurie Melby presented on behalf of Christine Nguyen, Vice President of Administrative Services. Christine Nguyen is at a CBO conference and will update the committee during the November 6, 2013 meeting.

Program Review

Nancy Jones reported that at the last Program Review Committee meeting, Student Success, Gerontology, Health, P.E., and Nutrition reported. Today is the due date for all Annual Program Review Reports. All instructional data has been posted on the website and can easily be obtained. Every wing has its own Planning Council to serve as an advisory group for the appropriate Vice President.

Dr. Jorge Sanchez reported that he is currently looking into changing the online form to a PDF form with a submit button that transfers all data to a data repository.

N. Jones reported that requests will always be due around November 1st because of planning. Dr. Gayle Berggren would like to know who is due to turn in SLO data, so that she can follow up and collect information. All data will initially be sent to Nancy Ramirez in the Office of Instruction.

Budget Committee

Rick Lockwood reported that the Budget Committee met two weeks ago. At that time, Christine Nguyen, Vice President of Administrative Services, spoke about the year-end budget. The meeting was more of an informational training session on our budget. Everyone on the committee now has a greater understanding of how Coastline's budget works.

College Council

Dr. Pedro Gutierrez, co-chair, reported that at the last College Council meeting it was announced that Dr. John Colson will be the new interim Vice President of Student Services.

A faculty group has been formed and has begun the task of looking into Learning Management Systems. The group will merge its list of criteria with Golden West College's and with Orange Coast College's. The final list will then be merged with the District's list.

SharePoint will be implemented in early 2014.

Hiring committees are being formed for the Dean of Newport Beach, Dean of Counseling, and the Director of Financial Aid and EOPS. Membership for all Planning Councils is being discussed.

PIEAC's amended mandate was presented to College Council and approved.

Joycelyn Groot reported that the Veteran's Work Group has been approved and will begin meeting.

Approval of Appointment of Members of the Budget Committee

Dr. Pedro Gutierrez, co-chair, reported that the Budget Committee will be a subset of the PIEAC beginning in the 2014-15 academic year. The PIEAC wants to make certain that planning is driving the budget process.

Action: A motion was made and seconded to approve that members of the subset Budget Committee come only from the PIEAC.

Motion carried with the following vote:

Yes: Fifteen (15)

No: Three (3)

Abstention: None

Dr. Pedro Gutierrez, co-chair, reminded everyone to please try to attend the Retirement Ceremony honoring those that are retiring on November 1st from 3 p.m. to 5 p.m. at the Newport Beach Center.

MAJOR AGENDA ITEMS FOR NOVEMBER 6, 2013 MEETING:

- Approval Edits to Planning Guide Timeline
- Membership of Planning Council
- Meeting the Completion Agenda

NEXT MEETING:

November 6, 2013 / 1:30 p.m. to 3:30 p.m. / 4th Floor Conference Room / College Center

ADJOURN

There being no further business, the meeting adjourned at 3:08 p.m.