

**Planning and Institutional Effectiveness Council  
2017-2018 Annual Committee Report**

**Charge:** Review the college’s annual planning cycle and provide input to the President for proposed goals and initiatives for presentation to the Board of Regents. Review institutional effectiveness process and student success goals. Serve as a forum for college-wide input for the development of college initiatives and overall direction. Provide communication link to the college community concerning college goals and planning process.

**1. Meetings:**

Dates and Attendance	Douglas Walcerz (chair)	Millicent Valek	Serena Andrews	Anne Bartlett	Marshall Campbell	David Marshall	Lynnda Villanueva	Jeffrey Detrick	Jo Greathouse	Cindy Ullrich	Allen Matejek	Jerry James	Kathleen Anderson-Wyman	Gary Hicks	Richard Birk	Priscilla Sanchez	Catherine Leblanc	Christy Chizer	Carrie Pritchett	Lynnette Bauman	Sheila Tarrant	Jordan Meyer
1/9/18	X	X	X	X	X	X	X	X	X	X	X		X		X	X				X	X	X

**2. Progress on Outcomes:**

**a. Input to the President for proposed goals and initiatives**

**i. Actions**

- Recommended a new strategy to implement an equity assurance program for Goal 1 (Student Success).
- Recommended a new strategy for communicating data on student success for Goal 1 (Student Success)
- Recommended two modifications to the strategy dealing with student support services for Goal 1 (Student Success)
- Recommended one modification to the strategy dealing with growth and development of college employees for Goal 4 (Lifelong Learning)
- Recommended a new strategy regarding a scheduled maintenance plan for Goal 5 (Legacy)

**ii. Next Steps**

- The president will make recommendations to the Board of Regents

**b. Review institutional effectiveness process and student success goals**

**i. Actions**

- PIEC members are closely involved in IE processes and student success goals including Assessment Days, ACE It, and Guided Pathways, and their experience informed the committee’s

discussions; however, PIEC as a committee did not formally review the IE process/student success goals this year.

**ii. Next Steps**

- Continue monitoring the implementation of IE processes.

**c. Forum for college-wide input**

**i. Actions**

- Conducted a multi-part Institutional Capacity Framework program following the model provided by Achieving the Dream.
- The Institutional Capacity Assessment Tool, which is a 77-question survey, was completed by 168 people including 20 administrators, 51 full-time faculty, 22 adjunct faculty, 68 staff, and 7 in other roles.
- The World Café discussion sessions were attended by over 120 faculty, staff and administrators and hosted by our ATD data coaches.
- Received consultations from our ATD data coaches, who met with a variety of campus groups.
- Results of the process were discussed at the PIEC workshop and used to inform recommendations to the president.

**ii. Next Steps**

- Repeat the collection of college and community input next year.

**d. Communication link to the college community**

**i. Actions**

- The committee did not issue a report to the college community; however, PIEC members represent all areas of the college and communicate relevant actions to their areas. Also, Dr. Valek communicates the outcome of this work during convocation and at other college events.

**ii. Next Steps**

- Establish a method for communicating the results of the committee's work to the college community.

**3. Recommendations for the coming year**

a. No changes are recommended to the Committee Charge.

b. Recommended committee membership:

Chair: Douglas Walcerz, Dean of PIER

Millicent Valek, President

Serena Andrews, Vice President, College Advancement (ex officio)

Anne Bartlett, Vice President, Industry & Community Resources

Marshall Campbell, Vice President, Human Resources

David Marshall, Vice President, Financial Services & CFO

Lynda Villanueva, Vice President, Academic & Student Affairs

Jeff Detrick, Dean of Instruction

Jo Greathouse, Dean of Student Services

Cindy Ullrich, Director of Institutional Research

Carrie Pritchett (faculty)

Jerry James (faculty)  
Richard Birk (faculty)  
Gary Hicks (faculty)  
Priscilla Sanchez (staff)  
TBD (faculty) (to be coordinated by Faculty Assembly)  
TBD (faculty) (to be coordinated by Faculty Assembly)  
TBD (classified) (to be coordinated by Human Resources)  
Student Member #1 TBD  
Student Member #2 TBD

- c. Recommendation for committee continuation: It is recommended that the committee continue its work for the foreseeable future.
- d. Recommended outcomes for next year's work: It is recommended that the committee continue last year's outcomes.
- e. Recommend changes in committee structure or membership: No changes are recommended

Respectfully submitted,  
Douglas Walcerz, Ph.D.  
Dean, PIER