PRIE Committee Agenda
September 25 2009, 9:00-10:30am City Café #1

Welcome and introductions of any new members

Committee Chairs:
- Manager: Marybeth Buechner, PRIE
- Classified: Anne Danenberg, PRIE
- Faculty: Dena Chubbic, Science & Allied Health

Administrative Members:
- Jim Comins, Instruction Office
- Thomas Greene, Enrollment & Student Success
- Anne Licciardi, Math, Statistics & Engineering
- Don Palm, Instruction Office (Outreach)
- Mary Turner, Science & Allied Health

Classified Members:
- Amanda Hamilton, Public Information Office
- Kelly Irwin, Information Technology
- Heather Tracy, PE Health & Athletics; Behavioral & Social Sciences
- Tracey Valverde, Learning Resources

Faculty Members:
- Ginnie Gessford, Learning Resources
- Lori Delappe-Grondin
- Lonnie Larson

Student Members: TBA

1) Approval of minutes from Sept. 11, 2009 (see below)

2) Review PRIE Committee’s current charge and possible revisions—tactical vs. strategic focus (see emailed document)

3) Review Enrollment and Course Offerings data (see previously emailed document for 9/11/09 meeting)

4) Review and discuss college goals suggested revisions from CSPC’s recent sessions (see emailed documents)

5) Discussion

PRIE Committee, Meeting Notes, Sept. 11, 2009
Members present: Marybeth Buechner, Dena Chubbic, Amanda Hamilton, Kelly Irwin, Lonnie Larson, Anne Licciardi, Don Palm, Mary Turner, Tracey Valverde

Guests: Holly Piscopo, who gave a brief presentation about the Cultural Democracy Initiative and asked for representatives from PRIE for the CDI Advisory Group.

Approved minutes from May 09
Overview of planning documents: Marybeth provided a brief overview of the planning documents that were emailed to the group (the guide to data links for planning, the document linking goals to planning data, and the Institutional Effectiveness Report on planning data).
Planning for this year’s committee work.
The committee discussed the “old” charge for the PRIE committee which is still in effect and the suggestions submitted to President’s Cabinet last academic year which would have somewhat modified the activities of the committee. The discussion included:

- Some of the tasks in the “old” charge are currently the responsibility of the CSPC.
- Neither the President’s Cabinet nor the Executive Council acted to approve or disapprove the suggestions that were submitted last year, although there were suggestions from the Pres. Cabinet that it be clarified that the PRIE Dean had responsibility for completion of the related tasks.
- A couple of upcoming processes may make it possible to again suggest clarification of the PRIE Committee’s expected tasks. The accreditation self study includes a planning agenda item tasking the PRIE Dean to “standardize the process for obtaining feedback on the effectiveness of the College governance structures…” and there is an open campus issue regarding a review of standing committee charges.
- The Committee felt that the activities suggest last year are in keeping with the current charge and most could be pursued at some level.
- The Committee agreed to spend several meetings reviewing the planning data but wanted to create a structure for that review. We will review one area of data, focusing on the sections of Institutional Effectiveness report as a starting place, at each of the next several meeting. At the next meeting we will review the data on Enrollment and Course Offerings.
- Another area of interest to the committee is the review of planning data related to specific issues of concern as those arise on campus or in committee discussions. It was noted that we would focus on broad issues and aggregate data.
- If directed to do so by the CSPC, the committee would be willing to review the College Mission statement for possible revision.