Committee Chairs:
   Manager: Marybeth Buechner, PRIE
   Classified: Anne Danenberg, PRIE
   Faculty: Dena Chubbic, Chemistry

Members Present:
   Marybeth Buechner, Anne Danenberg, Dena Chubbic, Don Palm, Thomas Greene, Mel Duvall, Jennifer Myers

1. Call to Order
2. Approval of Minutes: Minutes from March 12, 2010 meeting were approved by consensus
3. Update on CCSSE, Spring 2010:
   Anne Danenberg shared that about one third of the instructors selected to administer the CCSSE in their class sections have arranged appointments to do so. Many others have not replied to repeated e-mail messages. Attempts to communicate will be continued.
4. Debriefing about 3/25/2010 CSPC meeting:
   a. Several P.R.I.E. committee members were present at the CSPC meeting: Marybeth Buechner, Anne Danenberg, Thomas Greene, Mel Duvall, and Jennifer Myers.
   b. Three breakout groups were formed to discuss how they use data in their planning process: Student Services, Administration, and Instruction. Conclusions were written on the board. Student Services accompanied their information with illustrations, Administration produced a three-year timeline illustrating their major project for each year, and Instruction produced a diagram with some basic information.
   c. Some items recognized at the CSPC meeting as needing attention:
      i. Unit plan format is not user-friendly
      ii. Several CSPC members would like to see one attainable deadline, rather than multiple shifting deadlines or deadlines that don’t best assist the planning process.
   d. The CSPC meeting had the effect of highlighting the need for institution-wide engagement. Many people seem to be focused solely on their areas or disciplines, rather than being involved with other groups and needs on campus.
5. Possible topics for next meeting:
   a. List types of data collected by P.R.I.E. Office, discuss P.R.I.E. committee’s responses
   b. Continue discussing how to best update data provided to CSPC this spring
6. Meeting Adjourned: 10:30 a.m.

Next Meeting: April 9th 9:00 a.m.