



## PIE COMMITTEE

March 21, 2022 Minutes  
11:00 – 12:30 PM  
Via Zoom Meeting

**Members**

- ✓ Jennifer Hinostroza, *Faculty Natural Sciences, Co-Chair*
- Patty Quinones, *Director, Research and Institutional Effectiveness, Co-Chair*
- ✓ Meghan Chen, *Associate Vice President, Instruction*
- ✓ Mark Lowentrou, *Dean, Arts*
- ✓ Thomas Mauch, *Associate VP, Student Services*
- ✓ Krupa Patel, *Business Analyst, IT Services*
- ✓ Kim Leiloni Nguyen, *Faculty Outcomes Coordinator*
- ✓ Pedro Suarez, *Instruction Business Analyst*
- ✓ Annel Medina Tagarao, *Educational Research Assessment Analyst*
- ✓ Chisa Uyeki, *Academic Senate President*
- Vacant, *Instructional Services*
- Vacant, *Instructional Services*
- ✓ John Vitullo, *Associate Dean, Natural Sciences*
- ✓ Bruce Nixon, *Technology and Health Faculty*

- Jimmy Tamayo, *Natural Sciences Faculty*
- Vacant, *Faculty*
- ✓ Landry Chaplot, *School of Continuing Ed Faculty*
- ✓ Bernard Somers, *Faculty-Student Services*
- Anqi Zhao, *Student Representative*
- Alexis Carter, *Human Resources*
- Vacant *Classified CSEA 262*
- Vacant, *Classified CSEA 651*
- ✓ Rosa Royce, *Chief Compliance Budget Officer*
- Gary Nellesen, *Executive Director, Facilities Plan and Management*

**Guests**

- ✓ Christopher Jackson - Outcomes

<u>Meeting Agenda</u>	<u>ACCJC Standard</u>	<u>Outcomes</u>
I. Welcome: Jennifer Hinostroza & Patty Quinones		J. Hinostroza welcomed guest Christopher Jackson. Christopher will be replacing Kim Leiloni Nguyen in the Fall 2022.
II. Approval of Minutes: March 7, 2022		Minutes of March 7, 2022 were approved with the correction to remove Monica Cantu’s name and move Jimmy Tamayo’s name to the faculty column.
III. Closing the loop – communication down the ladder	I.B.8	<p><u>J. Hinostroza asked the group if they had ideas on improving communication with managers and VPs by adding the correct information into PIE, tracking a list of items purchased, and creating a campus-wide survey.</u></p> <p><u>Communication with Managers and VPs:</u></p> <ul style="list-style-type: none"> <li>• T. Mauch – This Spring, T. Mauch plans to meet with Deans and Associate Deans to discuss identifying important information when entering PIE; then, he will ask Deans to work with those who enter the Unit PIE to also identify important information. T. Mauch plans on assisting P. Suarez with the PIE training process.</li> <li>• M. Lowentrou – Plans to re-think what information should be added into PIE.</li> <li>• L. Nguyen – Add more transparency on funding across campus, add information to webpages.</li> </ul> <p><u>Survey:</u></p> <ul style="list-style-type: none"> <li>• L. Chaplot suggested creating a campus-wide survey, possibly add the following questions and suggestions.</li> </ul>

		<ul style="list-style-type: none"> <li>○ How to better improve communication?</li> <li>○ Other ideas to add in PIE?</li> <li>○ Get feedback from those who are unhappy with the PIE process.</li> <li>○ Ask them to share their concerns.</li> <li>● C. Uyeki said the survey would be a good start, give them an option to add their PIE reviews on the survey. Keep the survey open for feedback.</li> </ul> <p>The committee agreed with a campus-wide survey on improving, concerns, and issues with the PIE process.</p> <p>P. Suarez shared Nuventive demonstration, the information shared possibly helped to eliminate committee PIE questions and concerns.</p>
IV. Updates to Manager PIE – Strategic Planning	I.B.9	<p><u>P. Suarez shared his screen on updates. Topic: Nuventive Improvement Platform Premier Edition</u></p> <p>P. Suarez explained in detail 6 College goals at the Managers level, and how the “label” section has a 100-character limit.</p> <p>He asked the committee how they would prefer the listing of the goals?</p> <ul style="list-style-type: none"> <li>● C. Uyeki said it would be helpful by adding key components of the goal.</li> <li>● P. Suarez will choose goal key words and will discuss it further with J. Hinostraza.</li> </ul> <p>P. Suarez will also be working with Nuventive on creating a demonstration to share at the next PIE meeting on finalizing and implementing managers PIE level. He would like PIE committee approval, along with IEC approval.</p>
V. How to collect feedback about PIE process	I.B.9	<p><u>J. Hinostraza – Collect feedback about PIE process was discussed during Closing the Loop discussion. Nothing more to report here.</u></p>
VI. Nuventive Demo	III.C.2	<p><u>P. Suarez shared his screen Nuventive demonstration and discussed new templates and resource requests.</u></p> <p>The Nuventive representative in the demonstration explained new PIE template features. Adding additional layers in PIE, drag &amp; drop, copy and paste, user-friendly, available in word to customize, adding excel documents, vendor reports, providing split screens to view reports, and reports are available in the cloud.</p> <ul style="list-style-type: none"> <li>● The committee shared their concerns about the Accreditation information already entered in PIE; before the upgrading PIE, they want the assurance, no changes will be made to the Accreditation information and accessibility to the Accreditation information will be available for the next two years.</li> <li>● When moving forward with the upgrade, L. Nguyen mentioned to P. Suarez, include (C. Jackson), Outcomes committee member to meet with the Nuventive representative on new Outcomes PIE upgrade.</li> </ul> <p>P. Suarez plans to discuss with the vendor to find out whether they are willing or able to the support the Accreditation process. If we move to the new format, the data from the existing database would all be preserved and available for use for accreditation if needed.</p>

VII. Other		

2021-22 Meetings 11:00-12:30PM 1<sup>st</sup> & 3<sup>rd</sup> Mondays  
**Fall 2021** September 20, October 4 & 18, November 1 & 15  
**Spring 2022**, March 7 & 21, April 4 & 18, May 2 & 16