Planning & Institutional Effectiveness Committee
PIE!
Thursday February 8, 2018; 3:00-4:30pm A 213

Committee Members:

<table>
<thead>
<tr>
<th>MSC (2)</th>
<th>FACULTY (4)</th>
<th>CLASSIFIED (3)</th>
<th>STUDENT (1)</th>
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<tbody>
<tr>
<td>Takeo Kubo</td>
<td>Judith Bell</td>
<td>Dee Davis</td>
<td>Vacant</td>
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<td>Joyce Lui</td>
<td>Mary Cook</td>
<td>JoAnn McGowan</td>
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<td></td>
<td>Lucas Randall</td>
<td>Jasmine Phan</td>
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<td>Leslie Rice</td>
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1. **Welcome/Introductions**
   a. Introduce guests and members

2. **Public Comments** *(2 minutes each)*

3. **Review and approve minutes** *(no minutes to approve-deferred to next meeting)* Motion to approve is not necessary. Minutes are either approved “as read” or “as corrected” using the phrase “If there are no objections...”
   a. Approve minutes from 11/09/2017

4. **Action Items** *(Includes special orders, which are motions that must be decided before adjournment, and unfinished business, such as tabled items from previous meetings.)*
   a. Committee Evaluation Form (Updates)

5. **Old Business** *(Includes only items which were previously decided and have been placed on the agenda for review and/or reconsideration.)*
   i. SJCC Check Point, Tasklist
   ii. Update integrated planning handbook

6. **New Business** *(Includes items for which no action is anticipated at this meeting, or items brought forth by the membership not previously submitted for placement on the agenda. Items may be brought to a vote at this meeting by a 2/3 majority decision.)*

7. **Adjournment**