

PBIE Minutes February 26, 2009

Present: Michelle Tubbs, Paul Basinski, Roslyn Smith, Cynthia Richichi, Christine Works, Michael Gawronski, David Kohn, Nadia Rajs, Tom Stack, Ming Wang, Alex Jakubowski.

Excused: Beverley Marchesani, Michael Roe

1. Review of minutes: The minutes had one correction to item PIP calendar for 2010-2011 on line 16 to extended the committee's time from shortened. The rest of the minutes were approved by vote.
2. PBIE's meeting for next week is as scheduled for March 5<sup>th</sup>.
3. Two changes were made to the PBIE timeline for Planning and Prioritization Cycle for Academic Year 2010/2011. Extending the date on Period 1 - Department Rankings to "May 22<sup>nd</sup>" and New Logo. The timeline was approved by vote. Michelle will send e-mail to all PIP users or College Community.
4. Paul reviewed with PBIE committee the "Very Rough Draft of PBIE Policies and Procedures" submitted by Alex Jakubowski, Max Schaefer, and Cynthia Richichi. (Max Schaefer has resigned from PBIE committee.) Through discussion changes were made to the Policies and Procedure Draft. Language needs to be cleaned up by end of semester. The sub committee will receive changes through e-mail to update the manual.
5. Discussion on the Progress Report for Prior year PIP cycle: Since last assessment are there changes in the initiative? Are there any future steps to your original initiative if so How? For initiatives that have not been funded include status and have there been alternative sources or solutions?"  
Discussion took place on how to request Faculty Staffing replacements in PIP. Replacements and new Faculty should not be bundled as one. Wendy Holmes and Roz Smith keep scorecards on vacant positions and who is the new replacement. New positions are approved by cabinet outside of PBIE. Communication of new hires should flow from Cabinet to PBIE. Due to funding shortages, if adjuncts are not hired cut backs would take place.

Paul Basinski reached out to committee for his Co-chair replacement for next cycle.

Meeting adjourned by Paul Basinski.

Respectfully submitted,

Cynthia Richichi