MT. SAC!
Mt. San Antonio College

unitPIE 2014-15 2015-16 2016-17 2017-18

Planning for Institutional Effectiveness

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NOTE: This PIE Form is optimized to be used in Acrobat or Adobe Reader 10 or later.

Planning for Institutional Effectiveness

Introduction

UNIT	Communication Department	Current Year	YEAR 1	YEAR 2	YEAR 3
Contact Person	John Vitullo, Chair	2014-15	2015-16	2016-17	2017-18
E-mail / Extension	jvitullo@mtsac.edu ext. 6302	✓ Summary	✓ Planning	✓ Planning	✓ Planning

Your Unit Program Review will be recorded on this form summarizing the current year and documenting planning for the next three-year cycle.
Please remember *that all outcomes assessment work should be recorded in TracDat (http://tracdat.mtsac.edu/tracdat) in order for your assessment work to best contribute to institutional reports. Outcomes assessment work may include courses, programs, direct and indirect services, organizational structure, structural elements, and institutional outcomes. Respond to only the outcomes categories or types that apply to your unit.*

Institutional Planning Framework

The college is unified through its demonstrated connection to the mission. Driven by the California Master Plan for Higher Education, revised by the President's Advisory Council, and approved by the Board of Trustees, it informs all planning and assessment.

Institutional Mission

The mission of Mt. San Antonio College is to support students in achieving their full educational potential in an environment of academic excellence.

Unit Mission

The mission of the Communication Department is to prepare students for success through personal and professional communication excellence .

College Themes and Goals

College themes and goals allow the campus to focus on critical issues. Articulated by the President's Advisory Council and approved by the Board of Trustees, they guide institutional planning and assessment processes.

Theme A: To Advance Academic Excellence and Student Achievement

College Goal #1   The college will prepare students for success through the development and support of exemplary programs and services.

College Goal #2   The college will improve career/vocational training opportunities to help students maintain professional currency and achieve individual goals.

College Goal #3   The college will utilize student learning outcome and placement assessment data to guide planning, curriculum design, pedagogy, and/or decision-making at the department/unit and institutional levels.

Theme B: To Support Student Access and Success

College Goal #4   The college will increase access for students by strengthening recruitment opportunities for full participation in college programs and services.

College Goal #5   Students entering credit programs of study will be ready for college level academic achievement.

College Goal #6   The college will ensure that curricular, articulation, and counseling efforts are aligned to maximize students' successful university transfer.

Theme C: To Secure Human, Technological, and Financial Resources to Enhance Learning and Student Achievement

College Goal #7   The college will secure funding that supports exemplary programs and services.

College Goal #8   The college will utilize technology to improve operational efficiency and effectiveness and maintain state-of-the-art technology in instructional and support programs.

College Goal #9   The college will provide opportunities for increased diversity and equity for all across campus.

College Goal #10   The college will encourage and support participation in professional development to strengthen programs and services.

College Goal #11   The college will provide facilities and infrastructure that support exemplary programs and the health and safety of the campus community.

College Goal #12   The college will utilize existing resources and improve operational processes to maximize efficiency of existing resources and to maintain necessary services and programs.

Theme D: To Foster an Atmosphere of Cooperation and Collaboration

College Goal #13   The college will improve the quality of its partnerships with business and industry, the community, and other educational institutions.

College Goal #14   The college will improve effectiveness and consistency of dialogue between and among departments, committees, teams, and employee groups across the campus.

Where We Are: A Summary and Analysis of the Current Year 2014-15

I. Summary Context - Unit Goals for: Communication Department

Identify the goals that guided your Unit's work for the 2014-15 year (from your 2013-14 PIE form) in the following table and connect those goals to the College Themes. *Add rows (+) as needed. Delete rows (X).*

Unit Goal Name	Unit Goal	College Theme
CD1-Access	Provide fair and reasonable access to our courses, especially courses required for transfer and graduation.	B: Access and Success
CD2-Curriculum	Maintain currency of department course offerings and instructional materials.	A: Academic Excellence
CD3-Technology	Integrate meaningful content into our instructional experiences via technology.	C: Secure Resources
CD4-Public Speaking	Maintain the quality of student learning in the basic public speaking course.	A: Academic Excellence
CD5-Diversity	Promote diversity and inter-cultural understanding.	C: Secure Resources
CD6-Professional Developm	Maintain staff and faculty excellence through ongoing professional development.	C: Secure Resources
CD7-Tutorial Services	Support student success through improved access to speech-related tutorial services and technologies.	B: Access and Success
CD8-Website	Maintain a high-quality, regularly-updated website for our students.	D: Cooperation/Collaboration
CD9-Forensics	Maintain a successful and open-access forensics team by continuing to provide access to state and national opportunities for highly prepared students.	A: Academic Excellence
CD10-Funding	Secure funding and support for work in support of our mission and these listed goals.	C: Secure Resources

II. Notable Achievements for: Communication Department

Enter your Unit's successes for the 2014-15 year in the table below. This provides opportunity for closing the loop on your Unit's activities completed this year. *Text boxes will expand as needed. Add rows (+), delete rows (X).*

Priority for Manager Summary	Unit Achievements for the 2014-15 Year	Connected Unit Goal/ College Theme
High	Forensics: The Forensics team had an extremely successful year. -Ranked 3rd in the nation at Phi Rho Pi -Ranked 1st place Community College at the International Forensics Association held in Barcelona, Spain -Competed in China -Hosted PSCFA Fall Championships -Hosted ARTa -Won several state awards -Hosted many on campus performances	Unit: CD9-Forensics A. Academic Excellence
High	SSSC: The Speech Sign and Success Center served record numbers of students and hosted many workshops and public performances. In Spring alone, the SSSC served 559 unduplicated students for a total of 421 hours of sign tutoring, 192 hours of speech tutoring, and 4180 hours of total lab usage. Additionally, a detailed usage study was prepared by Annel Medina, Ph.D., Research & Institutional Effectiveness, Educational Research Assessment Analyst, 10/1/2014.	Unit: CD7-Tutorial Services C. Secure Resources
Med	Communication Club: The newly reinvented Communication Club made it's debut in Fall 2014. The club was created to maximize inclusiveness – no club dues and open membership to all majors. The club quickly gained over 25 dedicated members, created a catchy logo & slogan, and had t-shirts and a banner donated by the Communication Studies Department. During the 2014-2015 school year, the Communication Club won second place in two Interclub Council contests, raised over $600, hosted two Speech & Sign Soapbox nights with over one hundred students in attendance, participated in a leadership retreat, and organized an all-club Flash Mob which was filmed, packaged, and gifted to the Interclub Council as a marketing tool to encourage students to participate in club-life. Most importantly, the Communication Club's efforts were recognized by Mt. SAC's Interclub Council and they were awarded runner up for "Club of the Year!" on June 4, 2015.	Unit: CD1-Access D. Cooperation/Collaboration
High	Growth: Working strategically with the Humanities Division, the Communication Department has become the fastest growing department in the Division! From Fall 2009 to Spring 2015, the department has grown FTES by 93.9% with 23.4% last year alone!	Unit: CD1-Access B. Access and Success
Med	Professional Development: The Department held workshops for both full and part time faculty on Flex day. The Forensics coaches attended the annual PSCFA coaches conference. Both full and part time Faculty attended the National Communication Association convention.	Unit: CD6-Professional Developmer C. Secure Resources
Med	Intramural Contests: The Department successfully hosted a Fall and Spring Intramural Speech Contest. Additionally, the Phillip Maynard Black History Month Contest was a great success.	Unit: CD4-Public Speaking A. Academic Excellence

Priority for Manager Summary	Unit Achievements for the 2014-15 Year	Connected Unit Goal/ College Theme
High	CID Alignment: The Department approved and submitted all relevant courses to be aligned with CID.	Unit: CD2-Curriculum
		A. Academic Excellence
High	Curriculum: All curriculum is currently updated.	Unit: CD2-Curriculum
		A. Academic Excellence
High	Outcomes: All SLO's are updated. The Department has developed 7 Program Level Outcomes which have been mapped to Institutional Level Outcomes	Unit: CD2-Curriculum
		A. Academic Excellence

III. External/Internal Conditions, Trends, Impacts, Retention & Success, Critical Decisions and Outcomes Assessment

The following table is intended to track conditions that influence planning over a multi-year period beginning with the 2014-15 year. Please include data. The "Link to Data Sources and Support Options" button will open a Mt. SAC webpage that offers suggestions and links for possible data sources for your Unit. Text boxes will expand. *Add (+) rows, delete (X) rows as needed.*

		Link to Data Sources and Support Options

Year	Add item — **External Conditions, Trends, or Impacts**	Data Sources
2014-15	Budget/Economy: In the past, budget cuts have eliminated much-needed sections of SPCH courses. However, due to recent increases in numbers of sections offered, more access is being provided to all students seeking degrees, transfer, certificates and A.A. /A.A. T degrees in Communication. There is still a functional institutional cap on how many students can earn Mt. SAC degrees each year because of the low number of seats available in GE area A-1 annually.	*Cite Data Sources*
2014-15	FON: Hiring cutbacks and local prioritization practices have left our department massively understaffed. We should have between 12-15 full-time faculty in this department, but are disadvantaged by local practices like not exceeding FON. As an institution, we should re-evaluate baseline needs for faculty across disciplines and departments and adjust for actual, current need.	*Cite Data Sources*

Year	Add item — **Internal Conditions, Trends, or Impacts**	Data Sources
2014-15	Chair reassignment: Although it appears progress is being made, Chair compensation/reassigned time should be significantly increased commensurate with the ballooning of chair duties (such as this document) and their complex, unpredictable weekly responsibilities. Perhaps more importantly, the calculation for the time should be in real time. For example, since the calculation is done using data from the previous Fall, a chair could effectively go a year and a half without the proper compensation, then get voted out of office before ever receiving that compensation.	*Cite Data Sources*
2014-15	Faculty required to carry the college's debt: We have, for the TWELTH year in a row, made no progress in our request for college credit cards for forensics faculty. This strains our program and exposes our faculty to individual financial risk and significant finance charges as they "carry" costs of travel (sometimes exceeding $20,000) while waiting for their reimbursement paperwork. Faculty must use personal credit cards to rent vehicles for student transportation while traveling on school business; this exposes both the college and the faculty to liability.	*Cite Data Sources*
2014-15	Forensics demand: Forensics has grown considerably. New students excited about the program continue to arrive all year long - referred from faculty and staff across the college - and funding is needed to cover the costs of tournament registration and travel along with more LHE to meet the demand. Funds are needed for sets and costumes for readers theater performances, in the same way we fund these items for theater performances. A budget of $100,000 for supplies, conference and travel, and judging assistance is reasonable for a program of this size and accomplishment. Conference and travel budget for this program should be restored to prior levels and then periodically increased to match unavoidable increases in travel expenses.	*Cite Data Sources*

Year		Data Sources
2014-15	**SSSC/Tutoring instability:** This effective, busy lab needs a set annual budget that allows for long-range planning. Money is also needed for supplies, more professional staff (student sign tutors are hard to find for advanced classes), and for more coordination compensation to request new facilities, lead professional development workshops, and supervise more hours/week.	*Cite Data Sources*
2014-15	**Signs:** Incomplete signage and confusing signage in the 26 complex causes ongoing confusion for students and guests. Traffic rerouting, parking space loss, and building moves add to challenges of being on an already confusing campus for many. There needs to be a large "Communication" sign facing the courtyard of building 26 much like there is for the Writing Center etc.	*Cite Data Sources*
2014-15	**Technology:** Classroom and faculty computers (and student lab computers) are in a terrible state of repair. There is a need for current equipment and backup equipment, as well as associated technology (elmos, smart boards, etc) to remain current with instructional directions our field.	*Cite Data Sources*
2014-15	**Staffing:** Full-time faculty shortage is severe and impacts our ability to offer and assess all our courses, plan, revise courses, and lead and improve forensics and SSSC programs. Currently, there are 9 full time faculty and 30 part time. This ratio is unacceptable.	*Cite Data Sources*
2014-15	**Course offerings:** Through careful planning with the Humanities Division, course offerings for SPCH 1A have increased. This progress is excellent! However, there is still a need for an increase in sections of SPCH 1A. Additionally, despite having an AA-T degree in communication, we can't offer enough sections of SPCH 20, 26, and 6 (restricted electives) to support all students who desire the degree. SPCH 20 is also a CSU GE A-3 course and SPCH 26 is CSU GE D and E and is required for some other degrees/certificates - so these courses are not solely used by AA-T students. More sections needed.	*Cite Data Sources*
Year	*Add item* **Retention and Success Data**	Data Sources
2014-15	The Department is doing a fantastic job in this area. Please note some results from the past three years. Fall and Spring 2012-13: Success (students passed): 88.21% Retention (all students who did not withdraw): 92.59% Fall and Spring 2013-14: Success (students passed): 88.63% Retention (all students who did not withdraw): 92.44% Fall and Spring 2014-15: Success (students passed): 88.35% Retention (all students who did not withdraw): 90.93% Additionally, since Spring of 2012, the College has awarded 148 AAT Degrees in Communication!	ARGOS
Year	*Add item* **Critical Decisions**	Data Sources
2014-15	**CID Alignment:** After much discussion, the Department voted to align relevant courses with CID.	Department Minutes
2014-15	**International Travel:** A task force was created that made recommendations to the Department regarding international travel.	Department Minutes
2014-15	**Textbook:** A task force was created to evaluate and make recommendations to the Department regarding textbook revision.	Department Minutes
2014-15	**Growth:** Working strategically with the Humanities Division, the Communication Department has become the fastest growing department in the Division! From Fall 2009 to Spring 2015, the department has grown FTES by 93.9% with 23.4% last year alone!	ARGOS
Year	*Add item* **Progress on Outcomes Assessment**	Data Sources
2014-15	The Department is current with outcomes assessment. In fact, we have developed 7 PLO's that are already mapped to ILO's.	Tracdat

IV. Alignment and Progress on Unit and College Goals: Closing the Loop

This section serves as a "reporting" function. It shows how your Unit closes the loop and connects planning to budget allocation: How did the prioritized college resources connect to your Unit's outcomes? What progress has your Unit made with the resources provided? Include progress on plans that did not require new resources if applicable. You are also prioritizing your Unit's progress or outcome for inclusion in your manager's summary. The **Plan Status** drop-down offers a time-frame update on the progress of your plan.

Some information has been pre-loaded into this form by your manager. Add rows (+) as needed. Delete rows (X).

Priority for Manager Summary	Plan from Previous PIE (2013-14) and Resources Obtained *(if any)*	Resources Secured *(if any)*	Progress/Outcomes/Result/Impact (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	Growth: The plan was to add more sections of SPCH 1A in order to increase access and success rates.	$ _____ Source 1 Source 2	Working strategically with the Humanities Division, the Communication Department has become the fastest growing department in the Division! From Fall 2009 to Spring 2015, the department has grown FTES by 93.9% with 23.4% last year alone!	Unit: CD1-Access B. Access and Success
	Plan Status	Ongoing			

SectionTwo

Where We Are Going: Planning for the Next Three Years: 2015-16, 2016-17, 2017-18

I. Planning Context - Unit Goals Assessed and Revised for: Communication Department

This table contains your goals as noted in Section One for 2014-15. Review your Unit's goals and revise, add new goals or remove goals that are no longer relevant as appropriate for planning for 2015-16, 2016-17, and 2017-18. *Add rows (+) as needed. Delete rows (X).*

Unit Goal Name	Unit Goal	College Theme
CD1-Access	Provide fair and reasonable access to our courses, especially courses required for transfer and graduation.	B: Access and Success
CD2-Curriculum	Maintain currency of department course offerings and instructional materials.	A: Academic Excellence
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CD4-Public Speaking	Maintain the quality of student learning in the basic public speaking course.	A: Academic Excellence
CD5-Diversity	Promote diversity and inter-cultural understanding.	C: Secure Resources
CD6-Professional Developm	Maintain staff and faculty excellence through ongoing professional development.	C: Secure Resources
CD7-Tutorial Services	Support student success through improved access to speech-related tutorial services and technologies.	B: Access and Success
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CD10-Funding	Secure funding and support for work in support of our mission and these listed goals.	C: Secure Resources

II. Annual Implementation Plan for: Communication Department

This section serves as a "planning" function. This is where you ask for resources and record new action plans, activities, or interventions necessary to achieve success. Use the Expected Outcomes section to describe how the plan and resources requested is supported by your Unit's to outcomes assessment plan. This section will also be used to record revisions to plans as needed across the three years of planning.
Add rows (+) as needed. Delete rows (X).

Priority for Manager Summary	Plans, Activities, or Interventions	Resources Needed (if any)	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	Fiscal Services needs to provide a better system for travel and reimbursement, especially for the Forensic Directors. We ⊞	$ [ ] Source 1	Ideally, the coaches and Department Chair should be issued corporate credit credit cards.	Unit: CD9-Forensics
Status	Projected Completion — Select	Source 2	Person Responsible — John Vitullo	D. Cooperation/Collaboration
High	Fiscal Services needs to provide a more transparent and efficient method of awarding scholarships and prize money ⊞	$ [ ] Source 1	A clear and efficient process must be established and not changed from week to week. This process must then be communicated to faculty.	Unit: CD1-Access
Status	Projected Completion — Select	Source 2	Person Responsible — John Vitullo	D. Cooperation/Collaboration
High	Human Resources needs to work with departments to help advertise and recruit part time faculty.	$ [ ] Source 1	After repeated requests, I have never had any clear communication or help from HR. Rather than a help, this department serves as an obstacle. Clear guidelines for the process ⊞	Unit: CD6-Professional Develop
Status	Projected Completion — Select	Source 2	Person Responsible — John Vitullo	D. Cooperation/Collaboration
High	Forensics Budget	$ $100,000.00 Rate-Driven	Forensics has grown considerably. New students excited about the program continue to arrive all year long - referred from faculty and staff across the college - and funding is needed to cover the ⊞	Unit: CD9-Forensics
Status	Projected Completion — Select	Source 2	Person Responsible — Daniel Cantrell or John Vitullo	A. Academic Excellence
Med	SSSC Budget	$ $50,000.00 Rate-Driven	This effective, busy lab needs a set annual budget that allows for long-range planning. Money is also needed for supplies, more professional staff (student sign tutors are hard to find for ⊞	Unit: CD7-Tutorial Services
Status	Projected Completion — Select	Instr. Equipment	Person Responsible — Dr. Crystal Lane Swift Ferguson or John Vitull ⊞	C. Secure Resources
High	Full Time Faculty	$ [ ] Staffing	Full-time faculty shortage is severe and impacts our ability to offer and assess all our courses, plan, revise courses, and lead and improve forensics and SSSC programs. Currently, there are 9 full ⊞	Unit: CD6-Professional Develop
Status	Projected Completion — Select	Source 2	Person Responsible — John Vitullo	A. Academic Excellence
Med	Full Time SSSC Coordinator	$ [ ] Staffing	Full-time faculty shortage is severe and impacts our ability to offer and assess all our courses, plan, revise courses, and lead and improve forensics and SSSC programs. Currently, there are 9 full ⊞	Unit: CD7-Tutorial Services
Status	Projected Completion — Select	Source 2	Person Responsible — Dr. Crystal Lane Swift Ferguson or John Vitull ⊞	C. Secure Resources

Priority for Manager Summary	Plans, Activities, or Interventions		Resources Needed *(if any)*	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)		Connected Unit Goal/ College Theme
Med	Department Assistant		$ [____] Staffing	As the Communication Department grows, it would be beneficial to have a dedicated staff person much like the English Department.		Unit: CD10-Funding
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	C. Secure Resources
Low	Start with Speech Coordinator		$ [____] Staffing	If the program is once again revived, it would be beneficial to have a Coordinator.		Unit: CD2-Curriculum
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	A. Academic Excellence
High	New Mailboxes		$ [____] Facilities Mod	New mailboxes were requested over 2 years ago. There has been no response. Given the growth the Department has experienced, each faculty needs to have a mailbox.		Unit: CD10-Funding
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	C. Secure Resources
High	Remodel of 26D-1411		$ [____] Facilities Mod	The current tables and chairs are not conducive to a good learning environment. New chairs and tables are needed.		Unit: CD10-Funding
Status	Projected Completion	Select	Instr. Equipment	Person Responsible	John Vitullo	C. Secure Resources
High	Remodel of lobby area		$ [____] Facilities Mod	The current open lobby area used by part time faculty is a security hazard for theft. Students from a Criminal Justice class even stopped by to photograph the area as a "risk" area on campus. ⊞		Unit: CD10-Funding
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	C. Secure Resources
High	New office area for Adjunct Faculty		$ [____] Facilities Mod	Given that the Department has doubled the number of adjunct faculty in the last two years, there needs a secure and private place for them.		Unit: CD10-Funding
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	C. Secure Resources
High	Signage		$ [____] Facilities Mod	Incomplete signage and confusing signage in the 26 complex causes ongoing confusion for students and guests. Traffic rerouting, parking space loss, and building moves add to ⊞		Unit: CD10-Funding
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	C. Secure Resources

Priority for Manager Summary	Plans, Activities, or Interventions		Resources Needed (if any)	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)		Connected Unit Goal/ College Theme
High	Larger space for SSSC		$ Facilities Mod	Ideally, if the SSSC could move to the 3rd floor of 26D the Writing Center could expand into the current SSSC area.		Unit: CD10-Funding
Status	Projected Completion	Select	Source 2	Person Responsible	Dr. Crystal Lane Swift Ferguson or John Vitullo	C. Secure Resources
High	SPCH 1A Classrooms		$ Source 1	Ideally, the Department could use 2 or 3 additional classrooms for SPCH 1A. More importantly, the classrooms need to be remodeled to be better suited for Public Speaking. The current		Unit: CD3-Technology
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	C. Secure Resources
High	Technology		$ Instr. Equipment	In general the computers and overhead projectors need to be updated in all of Building 26. The methods in which professor log in from room to room changes which causes confusions. Also, it		Unit: CD3-Technology
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	C. Secure Resources
Med	Professional Development		$ Prof. Development	Currently, there have been greater opportunities for faculty to secure professional development resources. The college needs to maintain or increase the resources in this area.		Unit: CD6-Professional Develop
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	C. Secure Resources
High	Adjunct Faculty Mentor		$ Staffing	There has been much talk amongst the Chairs in the Humanities Division about the need for a dedicated person responsible for training and providing pedagogical tips for adjuncts. This person		Unit: CD6-Professional Develop
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	C. Secure Resources
Med	Research Support		$ Staffing	It would be nice to have a dedicated research analyst for the Department. This person could be responsible for providing data on outcomes, degree and transfer, and hopefully Start with		Unit: CD6-Professional Develop
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	C. Secure Resources
Med	Communication Building		$ Facilities Mod	Planning for a future Communication Building would be ideal. As the department continues to grow at such a fast pace, the need for classrooms, faculty offices, adjunct office etc. also grows.		Unit: CD3-Technology
Status	Projected Completion	Select	Source 2	Person Responsible	John Vitullo	C. Secure Resources

III. Resources Identified in Relation to Planning
This section will serve the budget prioritization function in the Manager's PIE. Your manager will inform you when actual quotes are due.

Recommendations for Improving the Planning Process

What additional information should the College provide to assist your Unit's planning?

My Division (Humanities and Social Sciences) has been so supportive in providing me data on retention and success etc. I am aware that Department Chairs have access to ARGOS. However, I would recommend more workshops throughout the year in training for ARGOS.   Additionally, in my "dream" list above, I am not sure on the cost of many of the plans or how long they would take since many rely on the College. Is this something Chairs should have to research? or perhaps get help from the College.

What suggestions do you have for improving the planning process for your Unit?

I love this new format! It was a lot of work inputting information this year, but I think it will be great for the future. Section 2 II was a bit confusing to me. I ended up using it as sort of a "wish list" section that contained a combination of planning, complaining, and dreaming. Hopefully as some of the issues are solved and some of the dreams come true, they will end up in the previous section! Thanks to all those who worked on this new format. I think it will be very useful in the future.

Enter your name as contributing to and approving of this Unit PIE Plan below. *Add rows (+) as needed.*

Contributer		Contributer	
John Vitullo, Chair	☑ Approve	*Add your name as contributing to this Unit PIE and check that you approve*	☐ Approve

Thank you for completing the Unit PIE form summarizing 2014-15, and initiating your Unit's planning for the 2015-16, 2016-17, and 2017-18 three-year cycle.

Please save this form and forward to your Unit's manager by 06/30/ 2015.
Questions regarding this form? Send an email to Don Sciore, Interim Associate Dean of Arts, member IEC, at dsciore@mtsac.edu