MT. SAC
Mt. San Antonio College

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

Planning for Institutional Effectiveness

Introduction

SectionOne

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

SectionTwo

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

SectionThree

Recommendations for Improving the Planning Process

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

Introduction

UNIT	Chemistry	Current Year	YEAR 1	YEAR 2	YEAR 3
Contact Person	Terri Beam	2014-15	2015-16	2016-17	2017-18
E-mail / Extension	tbeam@mtsac.edu / 4536	☑ 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

Enter your Unit mission statement here if applicable

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: Chemistry

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
Laboratory	Continuously improve laboratory curricula, equipment, and facilities across department a. To provide a safe laboratory environment for Chem 20 students, purchase and install 3 new fume hoods in 7-2123 b. To expand the enrollment capacity in 7-2111, purchase, install, and equip additional student laboratory drawers. c. To maintain fully equipped student laboratory drawers, purchase replacement labware. d. To meet instrumentation needs for our courses, purchase additional instrumentation and service and maintain all instrumentation. e. To maintain current laboratory activities and instruction, purchase new equipment and chemicals f. To modify room 7-2123, 7-2117, 7-2111 to provide more classroom space for augmented lecture and lab classes	C: Secure Resources
Technology	Continue to expand use of technology in teaching and learning a. To increase utilization of the major instrumentation (GCMS, NMR, etc.) currently within the department, obtain additional training for faculty and staff. b. In order to enable utilization of the full capabilities of molecular modeling software across the entire chemistry curriculum, replace four classroom sets (48 total) of obsolete laptop computers. c. To comply with ADA regulations regarding accessibility, caption all departmental videos. d. To temporarily resolve scheduling conflicts between sections needing to use technology for student learning e. To resolve long-term scheduling conflicts and increase technology use across the curriculum, obtain space and funding for an additional computer/technology facility. f. To maintain current level of technology-based instruction in the classroom, renew current and purchase additional software and licenses.	C: Secure Resources

Curriculum	Continuously improve curricula in all courses guided by assessment and collaborative faculty projects a. Re-establish appropriate pre-requisites for our courses b. Continue cycle of assessment and analysis of SLOs and GEOs c. Development of new courses or designation of existing courses as teacher prep or honors	A: Academic Excellence
Outreach	Continue to support chemistry/science events outside of the classroom and outstanding chemistry achievement within the classroom that engage students and members of the community in enrichment activities.	D: Cooperation/Collaboration
Professional Development	Attend conferences, symposiums, workshops to enhance our knowledge	A: Academic Excellence
Meeting Student Needs	Increase student access to impacted courses by adding sections, safely and with stockroom and budget support	B: Access and Success

II. Notable Achievements for: Chemistry

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	Four year review of Chem 50, Chem 50H, and Chem 51courses	Unit: Curriculum
		A. Academic Excellence
High	Create Chem 51H course	Unit: Meeting Student Needs
		A. Academic Excellence
High	augmentation of course offerings - 24 more courses offered (+25% over previous year)	Unit: Meeting Student Needs
		B. Access and Success

Priority for Manager Summary	Unit Achievements for the 2014-15 Year	Connected Unit Goal/ College Theme
Low	Family Science Festival (October 2014)	Unit: Outreach
		D. Cooperation/Collaboration
Med	Outstanding Chemistry Student awards in every chemistry course	Unit: Curriculum
		A. Academic Excellence
High	Completed first year activities on NSF STEM grant "Mt. SAC STEM Teacher Preparation"	Unit: Curriculum
		A. Academic Excellence
Med	Awarded FIG grant "Increasing Stereochemical Understanding in Organic Chemistry through Hands-on 3D Modeling Activities"	Unit: Curriculum
		A. Academic Excellence
Med	Awarded FIG grant "Improving Student Learning and Success in Organic Chemistry"	Unit: Curriculum
		A. Academic Excellence
High	Purchased and installed 2 new FTIR instruments	Unit: Laboratory
		A. Academic Excellence
High	Purchased and installed several analytical and top-loading balances	Unit: Laboratory
		A. Academic Excellence
Med	Interviewed and hired 4 new adjunct faculty	Unit: Meeting Student Needs
		B. Access and Success
High	Evaluated 29 adjunct faculty (nearly twice as many adjunct faculty that we evaluated a couple of years ago)	Unit: Curriculum
		A. Academic Excellence
Med	Assessed and reported on Chemistry SLOs	Unit: Curriculum
		A. Academic Excellence

Priority for Manager Summary	Unit Achievements for the 2014-15 Year	Connected Unit Goal/ College Theme
High	Replaced old lecture room computers with new laptop computers	Unit: Curriculum
		A. Academic Excellence
Low	Awarded American Chemical Society (ACS) Outstanding Chemistry Student award (April 2015)	Unit: Curriculum
		A. Academic Excellence
Med	Supported activities of APPLE Club and Mt. SAC Chemistry Club	Unit: Outreach
		D. Cooperation/Collaboration
Med	Supported activities in campus Debbie Boroch Science Day (May 2015)	Unit: Outreach
		D. Cooperation/Collaboration
Med	Several faculty traveled to conferences; one faculty presented at conference	Unit: Professional Development
		A. Academic Excellence
High	Conducted curriculum retreat (September 2014)	Unit: Curriculum
		A. Academic Excellence
High	Mentored and evaluated 2 Probationary Faculty	Unit: Meeting Student Needs
		B. Access and Success

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	• power outages have caused classes to be cancelled, and stockroom doors to be locked, keeping personnel out of stockroom • green chemistry principles are driving usage or removal of certain chemicals • certain chemicals are toxic (indicator) and we need to find alternative chemicals and processes to replace old chemicals • state funding has increased due to recent approval of propositions state-driven focus on Student Success issues have led to additional ILOs, PLOs development State of California offering the opportunity to offer bachelor degrees C-ID and AS-T degree programs affect our decision-making	American Chemical Society Materials Safety Data Sheet (MSDS) Prop 65 List SB-850 State Chancellor's Office of Community Colleges
Year	*Add item* Internal Conditions, Trends, or Impacts	Data Sources
2014-15	• departmental desire to unify approach to lab curricula • lack of timely information on purchasing limitations on use of restricted funds • big learning curve to use TracDat • changes in the Contract (evaluation forms that we cannot type into) • constant changing of Outcomes requirements and timelines and reporting • Wi-Fi signal is weak in Chemistry department • IT office is too far away from main campus for easy delivery/pick up of analyzed assessments • we have no designated classroom for CHEM 80 or CHEM 81 or CHEM 20 lecture classes • not enough availability of CTC for students to use computers, due to many classes wishing to schedule in that facility • IT decision on purchase of desktop computers did not meet our critical needs of laptop computers (for lab use) • Data-driven augmentation of courses has created last minute hiring issues and budget issues • Classroom instruction in large classrooms is inefficient use of space • Room 7-2123 is not properly designed or equipped for Chem 20 lab classes security locking doors to building during class hours (and not unlocking before classes meet) building 7 elevator not unlocked during class meeting times	Department meeting minutes Class Schedules CTC schedule Prior Unit PIE documents
Year	*Add item* Retention and Success Data	Data Sources
2014-15	The Chemistry Department has grown tremendously in the past three years, serving a larger number of students while maintaining high success and retention rates. From Fall 2012/Spring 2013 to Fall 2014/Spring 2015, the total number of students enrolled in Chemistry courses increased 27% (2155 to 2744). During that same time span, both success and retention rates consistently remained high at 85%-86% and 87.7%, respectively.	Argos Report SHR0012-A
Year	*Add item* Critical Decisions	Data Sources

2014-15	selection of FT faculty to teach organic chemistry for Fall 2015 semester	Dept mtg minutes
2014-15	creation of in-house lab manual for Chem 40	Dept mtg minutes
2014-15	added sections of several courses to meet student needs (Chem 10 - 9, Chem 40 - 10, Chem 50 - 2 , Chem 50H - 1, Chem 51- 1, Chem 80 - 1, including one additional 8-week Chem 50 course during Summer 2014)	Banner
Year	*Add item* Progress on Outcomes Assessment	Data Sources
2014-15	Assessment cycles were completed for Chem 20, Chem 40, Chem 50, and Chem 50H. Assessment cycles beginning for Chem 80 during Spring 2015, and for Chem 99 during Summer 2015.	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	2 FTIRs w/adapters	$ $28,841.40	Students are able to use these instruments in lab classes in Chem 80, Chem 81, Chem 20, and Chem 51 courses. Service agreements and/or increased Repair budgets on these instruments are needed to insure their consistent use and maintenance.	Unit: Laboratory
		Instr. Equipment		A. Academic Excellence
	Plan Status: Complete	Source 2		
High	10 Balances (5 top loader, 5 analytical)	$ $10,255.54	Students are able to use these instruments in lab classes in Chem 10, Chem 40, Chem 50, and Chem 51 courses without waiting. Service agreements and/or increased Repair budgets on these instruments are needed to insure their consistent use and maintenance.	Unit: Laboratory
		Instr. Equipment		A. Academic Excellence
	Plan Status: Complete	Source 2		
High	18 HP EliteBook 850 laptops	$ $22,011.67	Faculty are able to use laptop computers during lecture classes. A few students are able to use laptops during lab classes for data analysis. More laptops for lab use is needed.	Unit: Technology
		Instr. Equipment		C. Secure Resources
	Plan Status: 2015-16 Complete	Source 2		
High	Fisher Scientific Chemistry Supplies (adapters, test tubes, glassware, etc)	$ $5,447.24	Students are able to use lab equipment during lab classes for many chemistry courses.	Unit: Laboratory
		Lottery		A. Academic Excellence
	Plan Status: Complete	Source 2		

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: Chemistry

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
Laboratory	Continuously improve laboratory curricula, equipment, and facilities across department a. To provide a safe laboratory environment for Chem 20 students, purchase and install 3 new fume hoods in 7-2123 b. To expand the enrollment capacity in 7-2111, purchase, install, and equip additional student laboratory drawers. c. To maintain fully equipped student laboratory drawers, purchase replacement labware. d. To meet instrumentation needs for our courses, purchase additional instrumentation and service and maintain all instrumentation. e. To maintain current laboratory activities and instruction, purchase new equipment and chemicals f. To modify room 7-2123, 7-2117, 7-2111 to provide more classroom space for augmented lecture and lab classes	C: Secure Resources
Technology	Continue to expand use of technology in teaching and learning a. To increase utilization of the major instrumentation (GCMS, NMR, etc.) currently within the department, obtain additional training for faculty and staff. b. In order to enable utilization of the full capabilities of molecular modeling software across the entire chemistry curriculum, replace four classroom sets (48 total) of obsolete laptop computers. c. To comply with ADA regulations regarding accessibility, caption all departmental videos. d. To temporarily resolve scheduling conflicts between sections needing to use technology for student learning e. To resolve long-term scheduling conflicts and increase technology use across the curriculum, obtain space and funding for an additional computer/technology facility. f. To maintain current level of technology-based instruction in the classroom, renew current and purchase additional software and licenses.	C: Secure Resources

Curriculum	Continuously improve curricula in all courses guided by assessment and collaborative faculty projects a. Re-establish appropriate pre-requisites for our courses b. Continue cycle of assessment and analysis of SLOs and GEOs c. Development of new courses or designation of existing courses as teacher prep or honors	A: Academic Excellence
Outreach	Continue to support chemistry/science events outside of the classroom and outstanding chemistry achievement within the classroom that engage students and members of the community in enrichment activities.	D: Cooperation/Collaboration
Professional Development	Attend conferences, symposiums, workshops to enhance our knowledge	A: Academic Excellence
Meeting Student Needs	Increase student access to impacted courses by adding sections, safely and with stockroom and budget support	B: Access and Success

II. Annual Implementation Plan for: Chemistry

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	Replacement faculty for faculty who left department	$	FT faculty hired, in order to increase student access to impacted courses by adding sections	Unit: Curriculum
		Staffing		
New	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	B. Access and Success
High	New faculty position to accommodate growth (+25% in previous year)	$	FT faculty hired, in order to increase student access to impacted courses by adding sections	Unit: Curriculum
		Staffing		
New	Projected Completion 2015-16	Rate-Driven	Person Responsible Terri Beam	B. Access and Success

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	FT Stockroom Technician	$	FT Stockroom technician hired, in order to Increase student access to impacted courses by adding sections, safely with stockroom support	Unit: Laboratory
		Staffing		
Ongoing	Projected Completion 2015-16	Rate-Driven	Person Responsible Matthew Judd	A. Academic Excellence
High	Facilities Modification on room 7-2123	$	Modified lab room, including 3 new fume hoods, prep room for chemical storage	Unit: Laboratory
		Facilities Mod		
Ongoing	Projected Completion 2015-16	Other - Add	Person Responsible Matthew Judd	B. Access and Success
High	Facilities Modification on room 7-2117	$	Modified Instrument Room, including new wall, doorway, sink, hood, storage, and separate room for technician	Unit: Laboratory
		Facilities Mod		
Ongoing	Projected Completion 2015-16	Other - Add	Person Responsible Matthew Judd	B. Access and Success
Med	Facilities Modification on room 7-2117, for AA instrument	$ $20,000.00	Modified Instrument room, dedicated ventilation direct to roof, stainless steel hood and ducting, connected to AA instrument	Unit: Laboratory
		Facilities Mod		
Ongoing	Projected Completion 2015-16	Source 2	Person Responsible Matthew Judd	A. Academic Excellence
Med	Modular Spectrometers (2 systems)	$ $1,200.00	Ability to show electromagnetic spectrum in class with system	Unit: Laboratory
		Instr. Equipment		
Ongoing	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	A. Academic Excellence
High	Laser Color Printer for faculty use	$ $800.00	Replacement printer for one that died this year	Unit: Technology
		Instr. Equipment		
New	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	A. Academic Excellence
Med	4 Top-loading balances	$ $5,000.00	prevent backlog in balance rooms for Chem 10, 20, and 40 classes	Unit: Laboratory
		Instr. Equipment		
Ongoing	Projected Completion 2015-16	Rate-Driven	Person Responsible Terri Beam	A. Academic Excellence

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	Increase supply budget (to maintain supplies after +25% growth in past year)	$ $9,000.00 Instr. Equipment	purchase lab supplies and chemicals	Unit: Laboratory
Ongoing	Projected Completion 2015-16	Rate-Driven	Person Responsible Terri Beam	A. Academic Excellence
Med	Clerical assistance	$ Staffing	Assist faculty and chair with administrative paperwork associated with hiring, interviewing, evaluations, scheduling, course variances, SLO input to TracDat	Unit: Meeting Student Needs
Ongoing	Projected Completion 2015-16	Rate-Driven	Person Responsible Terri Beam	B. Access and Success
Med	Adjunct Faculty Mentor	$ Staffing	Mentor for adjunct faculty to help them learn use of portal, campus support, required College activities, orientation, access to email	Unit: Meeting Student Needs
Ongoing	Projected Completion 2015-16	Rate-Driven	Person Responsible Terri Beam	A. Academic Excellence
High	Better Wi-Fi in buildings 7 and 60	$ Facilities Mod	Wi-Fi is inconsistent, and poor connections do not allow for productive use in classes and faculty tasks	Unit: Technology
Ongoing	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	A. Academic Excellence
Low	iClickers for classroom use	$ $3,500.00 Instr. Equipment	Classroom assessment methods	Unit: Curriculum
Ongoing	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	A. Academic Excellence
High	20 Laptops for Student use in labs	$ $20,000.00 Instr. Equipment	Students will be able to use laptop computers for data analysis in General Chemistry lab classes	Unit: Laboratory
Ongoing	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	A. Academic Excellence
Med	Gas discharge transformers - 2	$ $400.00 Instr. Equipment	Will be able to use gas discharge tubes in lab classes, will be used with RSpec systems too	Unit: Laboratory
Ongoing	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	A. Academic Excellence

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	Electrolysis demonstration system, including a variable voltage power supply	$ $350.00 Instr. Equipment	Will be able to use in Chem 40 and Chem 51 experiments	Unit: Laboratory
New	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	Select College Theme
High	Chem DRAW software licenses - 4	$ $2,500.00 Instr. Equipment	Chem DRAW software is needed by Organic Chemistry faculty, in order to draw molecular structures	Unit: Curriculum
New	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	A. Academic Excellence
High	Spartan software annual site iicenses	$ $4,500.00 Instr. Equipment	Ongoing use of Spartan software requires license renewal each year	Unit: Curriculum
Status	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	A. Academic Excellence
High	hot plates - 15	$ $3,500.00 Instr. Equipment	To be used in Chem 10, 20, and 40 lab classes	Unit: Laboratory
Status	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	A. Academic Excellence
Med	Magnetic stirrers - 5	$ $500.00 Instr. Equipment	to be used in Chem 51 lab classes	Unit: Laboratory
Status	Projected Completion 2015-16	Source 2	Person Responsible Terri Beam	A. Academic Excellence

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.

SectionThree

Recommendations for Improving the Planning Process

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

Provide Success and Retention data already in form (pre--populated) for the courses in our Department, for the time period needed for this document.

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

Give us this PIE form much earlier in the academic year.

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

Contributer		Contributer	
Terri Beam	☑ Approve	Jenny Leung	☑ Approve
Jenny Chen	☑ Approve	Iraj Nejad	☑ Approve
Todd Clements	☑ Approve	Charlie Newman	☐ Approve
Eileen DiMauro	☑ Approve	Thang Nguyen	☑ Approve
Kamran Golestaneh	☑ Approve	Janet Truttmann	☑ Approve
Kenny Huang	☑ Approve	Jody Williams Tyler	☑ 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