Attending:

X	Richard Mahon(Co-Chair)		Faculty – Student Services (Senate appointee)		(CSEA 651)	X	Joan Sholars (Budget Liaison)
X	Barbara McNeice-Stallard (Co-Chair)	X	Rocio Avila (Faculty Accreditation Coordinator)	X	Michelle Sampat, AD Instructional Services	X	Rosa Royce (Budget Liaison)
X	Chisa Uyeki (Co-Chair)		TBD (Assistant Faculty Accreditation Coordinator)		Alexis Carter (HR)	X	Kristina Allende, Faculty Credit
	[AS President or Designee]		TBD (Student Rep)		Meghan Chen, Instructional Services	X	Pedro Suarez (Guest)
X	L.E. Foisia (Faculty noncredit)	X	Mark Fernandez (CSEA 262)	X	Grace Hanson/Tom Mauch (Student Services)		
X	Loni Nguyen (Faculty Outcomes Coordinator)	X	Kate Morales (IT)	X	Joumana McGowan, AVP, Instruction		Lisa E. Jackson (Recorder)

AGENDA		
Item/Comments	**Time**	**Discussion/Outcome**
1. **Welcome**	1:30	Welcomed new member Bernie Somers
2. **Approval of the Agenda**	1:30	Agenda amended and item 8 was discussed after item 3.
3. **Approval of the Minutes** (September 16)	1:35	Approved as submitted with the following corrections • Page 2, remove "*Chisa and Grace will take back to IEC*", and replace with "*Chisa and Grace will take to back to PAC.*"
4. **Announcements**	1:35	• No Announcements
5. **Committee Goals, Purpose & Function** (Chisa) click here to view • College Mission, Vision, and Core Values https://www.mtsac.edu/about/mission-and-goals.html • Formalize PIE Subcommittee • Review of AP 3250	1:40	Recommendation made to add the following ACCJC standard to the Purpose & Function Statement. 　○ *The Committee is also responsible for monitoring college wide compliance with ACJC Standard I, "Mission, Academic Quality and Institutional Effectiveness, and Integrity."* Discussion was held regarding changes made after the visit in 2017 as a recommendation from the Accreditation Steering Committee to have each committee assign all or part of a standard and indicate in the minutes when there was discussion that could be evidence for that standard. 　○ Committee to document and connect accreditation stand-ards to the minutes and agenda. There was a review of the Function and the following changes were recommended and made: 　○ #4 amended to read as follows: Conduct annual reviews of Planning for Institutional Effectiveness (PIE)**, the College Strategic Plan, and other institutional plans** ~~results~~ in order to:

o   Removed #5
o   Removed ~~We have historically had two managers or co-chairs on the Committee; however, the Committee decided to increase faculty representation on IEC and increase faculty leadership by allocating this new co-chair position.~~

Committee Membership was removed and the following changes were recommended.

¤	Position Represented¤	Name¤	Term¤
1.¤	Vice President, Instruction (Co-Chair)¤	Richard Mahon¤	ongoing¤
2.¤	Associate Vice President, Instruction¤	Joumana McGowan¤	ongoing¤
3.¤	Associate Dean, Instructional Services ¤	Michelle Sampat¤	ongoing¤
4.¤	Director, Research & Institutional Effectiveness (Co-Chair)¤	Barbara McNeice-Stallard¤	ongoing¤
5.¤	Faculty Outcomes Co-Coordinator¤	Kim Leiloni Nguyen¤	ongoing¤
6.¤	Academic Senate President or Designee¤	~~Chisa Uyeki~~ **Vacant**¤	ongoing¤
7..¤	Faculty Accreditation Coordinator¤	Rocio Avila¤	ongoing¤
8.¤	Faculty (Co-Chair)¤	~~TBD~~ **Chisa Uyeki**¤	2019-2022¤
9.¤	Director of Human Resources or Designee¤	Alexis Carter¤	ongoing¤
10.¤	Student Services (appointed by the Vice President, Student Services)¤	~~Grace Hanson~~ **Tom Mauch**¤	2019-22¤
11.¤	Instructional Services (appointed by the Vice President, Instruction)¤	Meghan Chen¤	~~2017-20~~ **2020-23**¤
12.¤	Information Technology (appointed by the Vice President, Administrative Services)¤	Kate Morales¤	2019-22¤
13.¤	Faculty – Credit (appointed by the Academic Senate)¤	~~Vacant~~ **Kristina Allende**¤	~~2017-20~~ **2020-23**¤
14.¤	Faculty Noncredit (appointed by the Academic Senate)¤	¤ ~~L.E. Foisia~~ **Landry Chaplot**¤	2017-20¤
15.¤	Faculty – Student Services (appointed by the Academic Senate)¤	¤ ~~Vacant~~ **Bernard Somers**¤	2019-22¤
16.¤	Classified (appointed by CSEA 262)¤	¤ ~~Annel Medina Tagarao~~ **Mark Fernandez**¤	2019-20¤
17.¤	Classified (appointed by CSEA 651)¤	¤ Vacant¤	2019-22¤
18.¤	Student (appointed by the Associated Students)¤	~~Mohamed Al Mouazzen~~ **Vacant**¤	2019-20¤

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The goals were reviewed and the consensus was to approve with edits.

Committee Goal¤	Link to College Goal #¤	Completed Outcomes/Accomplishments (descriptive bullet list)¤
GOAL #1:¤ Committee website up-to-date¤	6, 11, 15¤	¤
GOAL #2:¤ Develop/Clarify the Strategic Plan Process (integrated planning process) and updating the College Strategic Plan¤	1, 3, 12, 14 ¤	¤
GOAL #3:¤ Review Unit Manager & Vice President PIE Templates¤	1, 3, 12, 14 ¤	¤
GOAL #4:¤ Prioritize equity in the development of planning processes and college plans¤	4, 5, 6, 9¤	¤
GOAL #5:¤ Review & make recommendations to update AP 3250 "Institutional Planning" to reflect current processes¤	3, 12, 14¤	¤
GOAL #6:¤ Document where ACCJC standards map to committee agenda items in agendas and minutes ¤	14¤	¤

AP3250 – Institutional Planning was discussed. It refers to plans no longer mandated in regulation. The committee should be familiar

			with this document and have an eye towards having it reflect what we do and would be beneficial to integrating into the work of IEC.
			o Committee to review and make recommendations to update current practices.
6.	**Fall Summit** (Chisa, Richard): October 30, 2020, from 9a-1pm	2:00	Please hold this date on your calendars. Additional information is forthcoming. • Hoping that the work done here will help shape our priorities in terms of equity and the things we want to articulate in the strategic plan.

7.	**ACCJC: Stretch Goals / Institution-set Standards (ISS) and Key Performance Indicators (KPIs)** (Barbara)	2:05	This item will be discussed at our next meeting. Barbara reported that document had been sent to everyone via email and was placed in the chat by Chisa.
			   • Rocio stated that it's urgent that we discuss this at our next meeting. Everything must be completed by the end of October for review by the Board in December.
			   • Barbara provided an overview of the ISS and the data via a shared screen document.

8.	**PIE Update** (Michelle & Pedro)	2:30	Michelle and Pedro with the PIE Team on Monday and discussed the following:
			   • There was an overview of what PIE is and whether or not a PIE survey should be done.
			   • The general consensus was not to do a PIE survey this year.
			   • Feedback from past years has been the same – increase transparency, reduce redundancy, and the need for more feedback.
			   • Discussed what 2021 PIE could possibly look like.
			      o Last year PIE reduced to one section that was required of all unit PIE completers.
			      o Recommendation was no PIE survey this year.
			      o IEC made recommendation that only one section of PIE was to be completed as a result of COVID-19.
			      o A Nuventive interface update will take place in January. This isn't going to be a complete redesign, but will some of the functionality that has been requested.

| | | o Asking for direction so that at the next PIE team meeting, they will know what the focus should be and what needs to be done to prepare for the interface update. |
| | | o Plan to demo at next IEC meeting. Committee members would like to see how much of a change this would be for users. |

- Trainings are sparsely attended. Most attended in spring, but training has been open and available for the last 2 years by November 1st.
- If opened with new interface, the earliest it can be opened is January.
    - o We can have version two in development while running 1.0.
    - o We cannot switch versions mid-cycle. If we open with current version, the cycle needs to be completed and focus on developing the upgrade with the upgrade being launched 21-
    - o General sense that launching an upgrade this year is probably not going to happen.
    - o Feedback needed on how critical it is to have something available earlier for unit PIE users versus it being available in January or February 21.
- PIE team isn't looking at an interface upgrade, but a cultural shift. Rather than resource planning driving PIE, looking at program review from an equity lens and a sustainability lens. This will take time to build into the upgrade.
- PIE team questioned the 14 goals versus the 5 college goals that were thought to be adopted. Do we change the 5 to 14 and leave as the 5 goals with the 14 goals having been cross walked?
    - o We will keep our 14 goals for the upcoming 2020-2021 PIE cycle 2020.
    - o IEC will ensure that the 5 categories are appropriately re-mapped to the 14 goals.

Future Meetings: 4th Wednesday of each month from 1:30pm - 3:00pm – via Zoom (Sept. 23; Oct. 28; Nov. 25)

- Update from Power BI Team