

Vice President, Instruction (Co-Chair)	Kelly Fowler	x	Faculty Credit (appointed by the AS)(Co-Chair)	Tiffany Kuo	x
Associate Vice President, Instruction	Meghan Chen	x	Faculty Noncredit (appointed by AS)	Landry Chaplot	
Director, Research & Institutional Effectiveness (Co-Chair)	Patty Quinones	x	Faculty – Student Services (appointed by AS)	<b>Vacant</b>	
Faculty Outcomes Coordinator	Kelly Coreas	x	Classified (appointed by CSEA 262)	<b>Vacant</b>	
Academic Senate President or Designee	Roger Willis	x	Classified (appointed by CSEA 651)	<b>Vacant</b>	
Faculty Accreditation Coordinator	Barbara Mezaki		Student (appointed by the Associated Students)	<b>Vacant</b>	
Faculty	<b>Vacant</b>		Budget Committee Liaison	Rosa Royce	x
Director of Human Resources or Designee	Ryan Wilson		Business Analyst (PIE)	Krupa Patel	x
Student Services (appointed by VPSS)	Malia Flood	x	Guest – Assistant Dean, Accreditation and Planning	Lianne Greenlee	x
Instructional Services (appointed by the VP Instruction)	Sylvia Ruano	x	Guest	Cathy Stute	x
Information Technology (appointed by the VP Admin Services)	Kate Morales	x	Recorder	Lisa Jackson	x

	Topic	Time	Discussion/Outcome
1.	<b>Welcome</b>	1:30	
2.	<b>Review of the Agenda</b>	1:35	Topic 5 – changed the word “leveling” to “learning”
3.	<b>Approval of the <a href="#">September 14<sup>th</sup> Minutes</a></b>	1:40	Minutes from September 14 approved as submitted <ul style="list-style-type: none"> <li>○ Motion to approve by S. Ruano and seconded by T. Kuo.</li> <li>○ K. Fowler abstained.</li> </ul>
4.	<b>Update on Strategic Plan (Patty Quinones)</b>	1:45	<ul style="list-style-type: none"> <li>● P. Quinones stated that great work was done on priorities 4 &amp; 6 at the last meeting.</li> <li>● The plan was to recommend to President’s Advisory Council (PAC). To ensure the Committee has feedback and input, the presentation on these priorities will be done at the October 26 PAC meeting.               <ul style="list-style-type: none"> <li>○ PAC meets immediately following IEC on 10/26.</li> <li>○ The Foundation has also agreed to review and provide feedback.</li> </ul> </li> <li>● Feedback received from L. Rodriguez (POD) regarding priority #4.</li> <li>● Met with E. Babbitwale and T. Anders to discuss sustainability. They are reviewing the outcomes and will provide an update.</li> <li>● We want to ensure that the campus community has time to review and provide feedback. It’s important that all plans align with each other.               <ul style="list-style-type: none"> <li>○ Once finalized, IEC will have the opportunity to review prior to the finalized document being submitted to PAC.</li> </ul> </li> <li>● K. Fowler stated that the other piece of reviewing the timeline at the end is to see how it aligns with the budget and to ensure the Budget Committee can review the document.</li> </ul>

			<ul style="list-style-type: none"> <li>Do we want to ask the Budget Committee to work on a timeline? This 3-column document aligns the Strategic Plan, PIE, and Budget process. We would like to have the Budget Committee weigh in on that piece of the Strategic Plan.</li> </ul> <p>Integrated Planning and Budgeting Process Calendar (Appendix N)</p> <ul style="list-style-type: none"> <li>R. Royce shared that the process of budget begins in January. By this time, they already have a budget calendar and budgets are distributed on March 1. <ul style="list-style-type: none"> <li>Additional discussion is needed on the third one because now some things have changed</li> <li>The 4th needs to be discussed as well, but this does not affect other groups.</li> </ul> </li> <li>R. Royce will take the document to the Budget Committee for discussion and feedback.</li> </ul>
5.	<p><b>Institutional Learning Outcomes (ILO)</b></p> <ul style="list-style-type: none"> <li>ILO Assessment</li> </ul>	2:00	<ul style="list-style-type: none"> <li>P. Quinones thought that it would be good to bring this to IEC. She discussed the graduate student survey that is sent to students year-round since students can petition to graduate in both the Fall and Spring. <ul style="list-style-type: none"> <li>The survey is used to measure ILOs. The bigger question is – what do we do with this information?</li> <li>Questions are mapped directly to ILOs by a researcher. Approximately 15-20 questions have been added.</li> <li>Discussion was held regarding the questions being asked.</li> <li>Students are coming back with very low numbers on a scale of 1 to 5 – the average is a little over 1.5.</li> <li>Are they giving reasons for their dissatisfaction? Is there a text-book for them to provide feedback?</li> </ul> </li> <li>Committee members would like to have more information on this survey such as when it was sent and what was the intent.</li> </ul>

			<ul style="list-style-type: none"> <li>○ This was a graduation survey to get feedback on how we could improve the services at Mt. SAC, and it was an opportunity to add additional questions that map to our ILOs.</li> <li>○ K. Coreas shared that she would like to see it synthesized more to determine if the questions align to the ILOs and if the graduates completing the survey received a degree or a certificate. The level of satisfaction could be very different.</li> <li>● M. Chen mentioned the SESEE survey and the data it provided. Where is this survey/data housed and could this be helpful? <ul style="list-style-type: none"> <li>○ Continuous improvement means that this data is used to think about what we're doing, how we're doing it and if that data will be used to make any changes.</li> </ul> </li> <li>● Committee may want to spend time thinking about the purpose and drill down questions to align with the purpose and think through what the use and intent of the data is. <ul style="list-style-type: none"> <li>○ Some programs are required to get student feedback, and some are not – this is a great point!</li> </ul> </li> <li>● SESSEE survey was last administered in 2018. Conversations have been held about bringing it back and replace the survey currently being used. <ul style="list-style-type: none"> <li>○ Student Services have traditionally taken the lead on the SESSEE survey.</li> <li>○ Either way is okay or maybe the outcomes group can look at multiple outcome data and see if that ISLO had been met or not.</li> <li>○ It would be advantageous to leverage other data to help validate or give additional insight to those results. From an assessment point of view, it's nice that we have this data.</li> <li>○ Desegregated information from the survey will be presented at the next meeting.</li> </ul> </li> </ul>
6.	<b>Review BP/AP</b> <ul style="list-style-type: none"> <li>● <a href="#">BP 3225</a></li> <li>● <a href="#">AP 3225</a></li> </ul>	2:15	<ul style="list-style-type: none"> <li>● Asked by PAC to review these two BPs and APs to determine if any changes need to be made.</li> <li>● R. Willis stated that the BP reads fine because typically they are intentionally broad. It's the AP in which the review process is more clearly defined.</li> <li>● Is there additional language that needs to be reviewed? <ul style="list-style-type: none"> <li>○ Language needs to be clarified. It's vague but captures the big picture.</li> </ul> </li> <li>● Workgroup consisting of K. Fowler, T. Kuo, P. Quinones and S. Ruano will meet to review the BP/AP. Future workgroup meeting TBD.</li> </ul>
7.	<b>Prioritization Rubric (<a href="#">Prioritization Rubric</a>)</b> <ul style="list-style-type: none"> <li>● Aligns with NRA</li> </ul>	2:25	<ul style="list-style-type: none"> <li>● P. Quinones shared the recently piloted NRA rubric with the committee.</li> </ul>

			<ul style="list-style-type: none"> <li>○ The purpose of the rubric is to align resource allocation to college goals and priorities</li> <li>○ ILT piloted this rubric as it looked at resource requests coming through PIE.</li> <li>● Discussion was held regarding the PIE process and requests being made year after year that are not funded and those requesting the funding are not being told why or why not. <ul style="list-style-type: none"> <li>○ M. Chen shared her perspective as a long-time member of IEC and the PIE Committee.</li> <li>○ Over the years, the PIE Committee has had this conversation extensively.</li> <li>○ One solution is to provide guidance as an institution about the types of needs/requests that do not need to go into PIE.</li> <li>○ The second solution from Instruction centered around the perspective of the Deans and what is needed to grow their sections.</li> <li>○ PIE is a meaningful process, but we must close the loop so that faculty and staff understand why certain things are funded and some are not.</li> </ul> </li> </ul>
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8.	<b>Expanded President’s Advisory Council (EPAC) Agenda</b>	2:40	<ul style="list-style-type: none"> <li>● IEC has been tasked with helping set the agenda for Expanded PAC which occurs once per primary term.</li> <li>● T. Kuo, K. Fowler, and P. Quinones met to brainstorm possible agenda items.</li> <li>● P. Quinones shared and discussed the Integrated Planning Diagram.</li> </ul> <div data-bbox="1218 974 1785 1331" data-label="Diagram"> <p>The diagram illustrates the Integrated Planning process as a continuous cycle. It begins with 'MISSION, THEMES, &amp; GOALS' leading to 'STRATEGIC PLANNING (EPAC)'. This leads to 'PLANNING OBJECTIVES', which includes: EDUCATIONAL AND FACULTY MASTER PLAN, Academic Plan, Basic Skills Plan, CTE/EF Plans, Distance Learning Plan, DEI Plan, Student Success Plan, Equity Plan, EEO Plan, Technology Plan, 5-10, Construction Plan, and Grants. This is followed by 'ACTION IMPLEMENTATION of ANNUAL PIE', then 'EVALUATION', and 'OUTCOMES ASSESSMENT'. A plus sign follows. Below this, 'ANNUAL PIE WRITING' leads to 'RESOURCE ALLOCATION', which includes: State Drivers, Facilities, Staffing, Equipment, Technology, Research, Marketing, and Budget Adjustments. Arrows show a clockwise flow from Mission to Strategic Planning, then to Planning Objectives, Action, Evaluation, Outcomes Assessment, Annual PIE Writing, Resource Allocation, and finally back to Mission, Themes, &amp; Goals.</p> </div> <p>Long Description Figure I.B.4.-3. Process Map of Integrated Planning</p> <ul style="list-style-type: none"> <li>● P. Quinones stated that some of the work could be started at Expanded PAC to get different perspectives. <ul style="list-style-type: none"> <li>○ From a broad level, it’s possible that Expanded PAC could start working on the diagram which is a representation of what our actual process is at Mt. SAC.</li> </ul> </li> </ul>
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9.	<b>Budget Committee Update (Rosa)</b>	2:50	<ul style="list-style-type: none"> <li>• R. Royce reported on some of the discussion at the last Budget Committee Meeting related to the New Resource Allocation (NRA) process.</li> <li>• Discussion was held about all the items that are submitted through the PIE process and the lack of transparency and what happens with the requests that don't reach to prioritization.</li> <li>• Members feel that there should be a process for feedback for units that complete their PIE which means closing the loop when requests are denied. <ul style="list-style-type: none"> <li>○ There is concern for requests that go unfunded year after year after year.</li> <li>○ There are 1000s of items being requested – the question was also presented to Fiscal Services who get the PIE requests at the end – they see what was approved and what was funded and don't have much to say prior to that process.</li> </ul> </li> </ul>
10.	<b>PIE Update (Krupa)</b>	2:55	No update.
<b>Fall 2022 Meetings: October 12, October 26, November 9, and November 23.</b>			