

Vice President, Instruction (Co-Chair)	Kelly Fowler	X	Instructional Services (appointed by the VP Instruction)	Vacant	
Associate Vice President, Instruction	Meghan Chen	X	Information Technology (appointed by the VP Admin Services)	Kate Morales	X
Director, Research & Institutional Effectiveness (Co-Chair)	Patty Quinones	X	Faculty Credit (appointed by the AS)(Co-Chair)	Kristina Allende	X
Faculty Outcomes Coordinator	Kim Leiloni Nguyen	X	Faculty Noncredit (appointed by AS)	Landry Chaplot	
Academic Senate President or Designee	Chisa Uyeki	X	Faculty – Student Services (appointed by AS)	Vacant	
Faculty Accreditation Coordinator	Barbara Mezaki	X	Classified (appointed by CSEA 262)	Mark Fernandez	
Faculty	Tiffany Kuo	X	Classified (appointed by CSEA 651)	Vacant	
Director of Human Resources or Designee	Alexis Carter		Student (appointed by the Associated Students)	Jasmine Lehal	X
Student Services (appointed by VPSS)	Malia Flood	X		<i>Lisa Jackson – Recorder</i>	

Topic		Time	Discussion/Outcome
1.	Welcome	1:30pm	
2.	Approval of the Agenda	1:35pm	<ul style="list-style-type: none"> Agenda approved as submitted.
3.	Approval of the September 22 minutes	1:40pm	<ul style="list-style-type: none"> September 22 minutes approved as submitted.
4.	Purpose & Function & Membership <ul style="list-style-type: none"> Annual Review of College Committees (Goals) 	1:45pm	<ul style="list-style-type: none"> The Committee reviewed the Purpose, Function & Membership Statement with the addition of a function. Purpose, Function & Membership and Committee Goals & Progress Report was finalized with the noted changes and will be forwarded to President's Advisory Council (PAC).
5.	PIE Update (Pedro)	2:00pm	<ul style="list-style-type: none"> Pedro shared that the form that was reviewed at the last IEC meeting was approved and will be placed into the PIE system. <ul style="list-style-type: none"> The form has been automated which will help with the process. The end user (facilities) will be able to navigate through the requests easier. This form will be embedded in the actual PIE application. The new process is completely automated and once the form has been submitted and a report will be generated that keeps the person informed of the status and whether the request is still under review or if it has been approved or denied. Planning to go live with a new platform edition. Pedro shared a visual of this during the meeting. <ul style="list-style-type: none"> Winter 2021 (December) is the go live date for platform integration. It's not new, but an enhancement for modernization and will be easier to navigate. The biggest update is the split-screen option.

			<ul style="list-style-type: none"> ○ How-to videos will be created within PIE for anyone that has questions related to certain areas.
6.	Budget Committee Update (Rosa)	2:05pm	<ul style="list-style-type: none"> ● Committee updated their goals during the last meeting. ● The Student Centered Funded Formula was discussed. Morris explained Schedule C showing all of the components and how the formula is calculated. <ul style="list-style-type: none"> ○ It may take more than one meeting to explain to the constituencies how the formula works and where we are on funding. ○ Goal is to communicate with the constituencies so that they can share that information with other members of the college. ● Prioritization was also discussed. There is confusion throughout campus about prioritization and the process. That topic will continue to be discussed at the next meeting.
7.	Strategic Planning - (Kristina) <ul style="list-style-type: none"> ● PAC Update (Strategic Plan Goals) 	2:15pm	<ul style="list-style-type: none"> ● The Committee reviewed the current Strategic Plan Goals. <ul style="list-style-type: none"> ○ The KPIs were not brought forward to Academic Senate or PAC, they were just for our information. ● Two new goals were recommend by Academic Senate. <ul style="list-style-type: none"> ○ There was disagreement on those goals and Chisa and Kristina were asked work collaboratively to ascertain if the recommended goals could be integrated into the six goals existing goals. ○ In between that work and being brought back to PAC, there was an understanding that the goals had been approved at PAC and sent back to IEC as approved. <ul style="list-style-type: none"> ● A memo was sent out and we moved forward. ● IEC now needs to look at the recommended goals and determine if those goals will be integrated as separate goals or with the existing goals.
8.	Common Platform for Committee Agendas (Kelly)	2:25pm	<ul style="list-style-type: none"> ● No discussion
9.	Announcements	2:35pm	<ul style="list-style-type: none"> ● Accreditation kick-off is scheduled for Friday, October 22 at 1pm. <ul style="list-style-type: none"> ○ Additional training will be held with Gohar Momjian, our ACCJC Liaison from 2-4pm where we will take a deeper dive into accreditation.
Future Meetings: October 27, November 10 & 24, and December 8			



Committee Goals and Progress Report 2021-22

Committee name: Institutional Effectiveness Committee

Name of person completing the report: Kelly Fowler, Vice President, Instruction, Patty Quinones, Director, Research & Institutional Effectiveness, and Kristina Allende, Faculty

Instructions: Due by **November 5, 2021:** Columns 1 and 2

Due by **June 3, 2022:** Column 3

Please enter your committee's outcomes and accomplishments in Column 3 and submit electronically to bhebert3@mtsac.edu (on behalf of the President's Advisory Council).

(EXPAND AS NECESSARY)

Committee Goal	Link to College Goal #	Completed Outcomes/Accomplishments (descriptive bullet list)
GOAL # 1: Communicate to the campus community by maintaining an up-to-date website.	6	
GOAL #2: Develop and clarify the Strategic Plan Process (integrated planning process).	1, 2, 3, 4, 5, 6	
GOAL #3: Develop and clarify the Committee Goal Review process.	6	
GOAL #4: Review Unit, Manager, and Vice President PIE process and templates.	4, 5, 6	
GOAL #5: Prioritize equity in the development of planning processes and college plans.	1, 2, 5	