

Attending:

X	Richard Mahon(Co-Chair)		Bernard Somers – Student Services (Senate appointee)		(CSEA 651)	X	Joan Sholars (Budget Liaison)
X	Barbara McNeice-Stallard (Co-Chair)	X	Rocio Avila (Faculty Accreditation Coordinator)		Michelle Sampat, AD Instructional Services	X	Rosa Royce (Budget Liaison)
X	Chisa Uyeki (Co-Chair)		TBD (Assistant Faculty Accreditation Coordinator)	X	Alexis Carter (HR)	X	Kristina Allende, Faculty Credit
	[AS President or Designee]		TBD (Student Rep)	X	Meghan Chen, Instructional Services		Pedro Suarez (Guest)
X	Landry Chaplot (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	TBD AVP, Instruction	X	Lisa E. Jackson (Recorder)

AGENDA

Item/Comments		Time	Discussion/Outcome
1.	Welcome	1:30	
2.	Approval of the Agenda	1:30	Agenda approved as submitted
3.	Approval of the September 23 minutes	1:30	Minutes approved as submitted
4.	Announcements <ul style="list-style-type: none"> PAC Update (Richard) 	1:35	<ul style="list-style-type: none"> Expanded PAC on November 18. Please try to attend if your schedule permits. Equity Summit is this Friday. November IEC meeting to be rescheduled – currently scheduled the day before Thanksgiving. Updated calendar invite to follow.
5.	ACCJC Annual Report: Stretch Goals / Institution-set Standards (ISS) and Key Performance Indicators (Barbara) <ul style="list-style-type: none"> ISS Document BOT-Report BOT – Agenda Item President’s Cabinet Action Notes President’s Cabinet Report 1c – Key Performance Metrics with an Equity Focus 	1:40	Barbara reviewed the documents listed in Item 5 ISS document extracted from the Midterm Report was reviewed. <ul style="list-style-type: none"> The report is approximately 40 pages long versus previous reports that were hundreds of pages long. We are asked to report on the Institution Set Standards (ISS) and have a minimum or floor goals that we are asked by ACCJC to provide. <ul style="list-style-type: none"> If any of our metrics or data fall below this floor, we would be concerned and will look at it further. COVID continues to impact our data. Ideally, we want to land between the floor and stretch or aspirational goal. With respect to aspirational goals there was a lengthy discussion as to what should be the floor vs aspirational should be. COVID-19 makes it difficult to make predictions and know what it will look like going forward. Predictions can be made based on knowledge.

			<ul style="list-style-type: none"> • Observation made that we aspire that every student will pass their classes and complete their programs not content with numbers that show we aren't helping some students with their goals • Course completion rate was discussed and is currently 72% - this number reflects the number of students in the course after the drop deadline and received a passing grade. <ul style="list-style-type: none"> ○ There are a variety of reasons why students don't complete the course. Accessibility and equity are important when it comes to retention and persistence. ○ The data ACCJC wants is the outcomes; however, our job is to look more closely at the root cause of the outcomes to determine if there are ways to assist the students. <p>The documents linked in Item 5 are public and reflect the metrics that were just discussed.</p> <ul style="list-style-type: none"> • In BOT report in June '20 report on metrics was given and equity components thereof were also reviewed. • The needle hasn't been moved as much as we could or should in terms of the equity gap. • Focus is in KPI and the success rate and if goals are being met. • Qualitative components are also being reviewed – this includes feedback from students that impact their success.
6.	<p>Fall Equity Summit (Chisa, Richard)</p> <ul style="list-style-type: none"> • October 30, 9am – 1pm • Assignment of breakouts to IEC members 	1:55	<p>Summits in the past have typically been for college leaders and department chairs.</p> <ul style="list-style-type: none"> • One theme woven through many of the conversations has been student equity - not a new conversation at Mt. SAC. • Richard, Audrey, and Chisa have had conversations about the fall summit and ways to showcase work being done through an equity lens – that is genuine • Tone of summit could be very different in that faculty and staff not in class attend for a much a broader conversation around equity and meeting the goals that we want to meet. <p>Members of IEC were asked to volunteer to participate as note takers during the breakout sessions of the summit.</p> <ul style="list-style-type: none"> • Deans have also volunteered to be note takers during the summit. • The notes will be used to inform future discussion at IEC for strategic planning and possibly at Expanded PAC. • The notetaking should be related to impacts on strategic planning. • Please forward your notes to Lisa via email at ljackson35@mtsac.edu by November 9.

7.	Strategic Planning (Richard and Chisa) <ul style="list-style-type: none"> • PIE flowing into Strategic Planning • Expanded PAC 	2:05	Please familiarize yourself with the Strategic Plan if needed prior to Friday. Try to determine <ul style="list-style-type: none"> • For Expanded PAC conversation - look at the existing document and think about what's not included that needs to be present for us to have a more clear, effective, and equity-focused plan. • One of Dr. Scroggins' priorities for this committee is to develop the college's next strategic plan – not starting from scratch, but taking the documents already in place and discuss how to improve them. • As we reported to PAC last year, the instruction was that the committee would continue to make progress on what the next strategic plan would look like and bring that for discussion to PAC at the expanded meeting in the fall. IEC members have a clear sense of their part, but there is a bigger picture. The following questions have been raised: <ul style="list-style-type: none"> • How does outcomes influence program review? • How does program review shape planning and budget? • How do we get the resources to units to do the work they need to do? • How do staff have a role in strategic planning processes? These are elements of a critical review of our strategic planning process and the conversations that we need to have as we think about taking the work we've done and make it more responsive to our students' fundamental needs.
8.	PIE Update (Michelle & Pedro)	2:10	Pedro and Michelle were unable to attend, but did provide the following update: <ul style="list-style-type: none"> • Assisting Divisions finish their VP PIE's. • Archiving 2019-20 Unit, Manager and VP PIE's to PDF's and listing them on our "Baked PIE" site at the end of the month. • PIE system will be available as normal, we hope to go live with PIE for the new year of 2020-21 by November/December 2020. • Our team gained access to the new upgraded version of Nuventive (purely user interface update) for implementation next year.
9.	Proposed PIE Committee: (Michelle and Chisa)	2:20	No report given – still in process. Hope to have a report at the next meeting.
	Parking LOT <ol style="list-style-type: none"> 1. Review ISS on a yearly basis and every Fall is the best time to do it for annual report for early March 		

	2. Add Budget Committee Update as standing item		
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Future Meetings: 4th Wednesday of each month from 1:30pm - 3:00pm – via Zoom (Nov. 25)

❖ Please hold November 18, 1:00-3:00pm for Expanded PAC