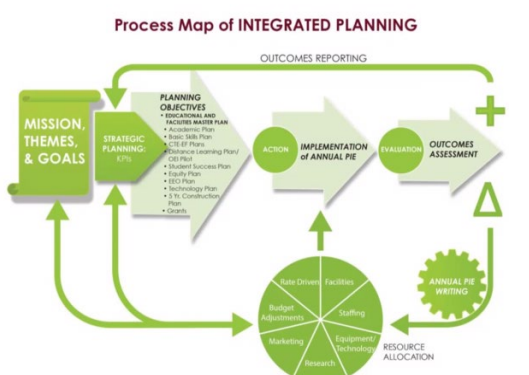


Vice President, Instruction (Co-Chair)	Kelly Fowler	X	Information Technology (appointed by the VP Admin Services)	Kate Morales	X
Associate Vice President, Instruction	Meghan Chen	X	Faculty Credit (appointed by the AS)(Co-Chair)	Kristina Allende	X
Director, Research & Institutional Effectiveness (Co-Chair)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

## AGENDA

Topic		Time	Discussion/Outcome
1.	<b>Welcome</b>	1:30	
2.	<b>Approval of the Agenda</b>	1:35	
3.	<b>Approval of the <a href="#">October 27</a> minutes</b>	1:40	<ul style="list-style-type: none"> <li>Approval of minutes tabled until the next meeting (no quorum)</li> </ul>
4.	<b>Expanded President’s Advisory Council (EPAC) (Patty)</b>	1:45	<ul style="list-style-type: none"> <li>Expanded PAC is scheduled for Wednesday, November 17 at 3pm in Founders Hall.</li> <li>The agenda consists of reviewing the college goals and a brainstorming session. As a reminder, all IEC members are invited to attend the meeting.</li> <li>Chisa mentioned that the Administrative Procedure (AP) that speaks to who attends Expanded PAC. The list may need to be updated. <ul style="list-style-type: none"> <li>Rosa commented that a calendar invite for the meeting has not been sent. On October 22 there was a save-the-date email sent from Brigitte Hebert, and that no additional communications have been received since then.</li> </ul> </li> </ul>
5.	<b>Budget Committee Update (Rosa)</b>	2:00	<ul style="list-style-type: none"> <li>Rosa reported that the Budget Committee met on November 3. The following was discussed: <ul style="list-style-type: none"> <li>The faculty obligation number (FON) was reviewed extensively. Morris Rodrigue (VP Administrative Services) explained in depth the significance of the FON is and why it’s important.</li> <li>All campus constituencies were represented at this meeting.</li> <li>Rosa provided a brief explanation on funding and how growth is determined.</li> </ul> </li> </ul>

			<ul style="list-style-type: none"> <li>• Three separate sessions have been held to explain the Student Centered Funding Formula. Morris has explained how this works in previous meetings. <ul style="list-style-type: none"> <li>○ The last piece explaining how COLA works which is a formula based on performance. Previously, the funding base was increased by COLA.</li> <li>○ Funding is based on performance and FTEs and the other two areas. What increases is the base. If our numbers decrease, our funding decreases.</li> <li>○ An explanation was also provided as to why we are in emergency conditions, otherwise we would have lost a lot of funding. <ul style="list-style-type: none"> <li>• Emergency conditions are approved for the Fiscal Year 21-22 only. Nothing has been released for 22-23 and we won't know anything until next year. The Chancellor's Office hasn't provided any updates yet.</li> </ul> </li> </ul> </li> <li>• The Budget Committee webpage you can find previous presentations on the budget and student centered funding formula.</li> </ul>
6.	<b>Data-Informed Decision Making (Patty)</b> <ul style="list-style-type: none"> <li>• Data Definition: Headcount versus Enrollment</li> <li>• Data Definition: WSCH (Weekly Student Contact Hours)</li> </ul>	2:25	<ul style="list-style-type: none"> <li>• Patty shared and discussed the following <a href="#">PowerPoint : Headcount vs Enrollment</a> <ul style="list-style-type: none"> <li>○ It's important to distinguish between headcount and enrollment.</li> <li>○ The same rule applies for noncredit. What we track is enrollment at census date. This is what we are paid for.</li> <li>○ 70% of our funding is based on headcounts and enrollments.</li> <li>○ FTEs is a unit of measure, used for funding calculations only. It's not used for classifying the status of actual students.</li> </ul> </li> <li>• Meghan explained the compressed calendar and why we use a 16.2 multiplier. <ul style="list-style-type: none"> <li>○ Recent legislation enabled a 17.5 term length multiplier to apply to online classes.</li> <li>○ Online classes are funded at the lowest rate and slightly above noncredit classes.</li> <li>○ We actually are able to use both 16.2 term length multiplier for the bulk of our classes and to count for FTEs and 17.5 the second term length multiplier is used for online classes.</li> </ul> </li> </ul>

7.	<p><b>Process Map and Integrated Planning</b></p> <ul style="list-style-type: none"> <li>• What is Integrated Planning?</li> <li>• Discussion at next meeting around Integrated Planning.</li> <li>• Please read and review these materials for our next meeting. <ul style="list-style-type: none"> <li>○ <a href="#">Self Evaluation Report 2017 – Standard I.B: Assuring Academic Quality and Institutional Effectiveness</a></li> </ul> </li> </ul>	2:35	 <p>Patty shared a few diagrams from other community colleges that outline their integrated planning process.</p>
8.	<b>Announcements</b>	2:45	•
<b>Future Meetings:</b> November 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](mailto: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)
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<b>GOAL # 1:</b>	<b>Communicate to the campus community by maintaining an up-to-date website.</b>	<b>6</b>	
<b>GOAL #2:</b>	<b>Develop/Clarify the Strategic Plan Process (integrated planning process).</b>	<b>1, 2, 3, 4, 5, 6</b>	
<b>GOAL #3:</b>	<b>Develop and clarify the Committee Goal Review process.</b>	<b>6</b>	
<b>GOAL #4:</b>	<b>Review Unit, Manager, and Vice President PIE process and templates</b>	<b>4, 5, 6</b>	
<b>GOAL #5:</b>	<b>Prioritize equity in the development of planning processes and college plans</b>	<b>1, 2, 5</b>	