

## Attending:

X	Kelly Fowler (Co-Chair)		Bernard Somers– Student Services (Senate appointee)		TBD (CSEA 651)		Vacant (Budget Liaison)
X	Barbara McNeice-Stallard (Co-Chair)	X	Barbara Mezaki (Faculty Accreditation Coordinator)	X	Michelle Sampat, AD Instruction Service	X	Rosa Royce (Budget Liaison)
X	Kristina Allende (Co-Chair)		TBD (Assistant Faculty Accreditation Coordinator)	X	Alexis Carter (HR)	X	Pedro Suarez (Guest)
X	Chisa Uyeki (AS President or Designee)	X	Sophia Ruiz (Student Rep)	X	Meghan Chen, Instructional Services	X	Daniel Berumen (Guest)
X	Landry Chaplot (Faculty Noncredit)		Mark Fernandez (CSEA 262)	X	Malia Flood( AVP Student Services)		
X	Loni Nguyen (Faculty Outcomes Coordinator)	X	Kate Morales (IT)		TBD, AVP, Instruction		<i>Lisa E. Jackson (Recorder)</i>

## AGENDA

	Topic	Time	Discussion/Outcome
1.	<b>Welcome</b>	1:30	<ul style="list-style-type: none"> <li>The Committee welcomed our newest member – Tiffany Kuo (Faculty)</li> </ul>
2.	<b>Approval of the Agenda</b>	1:30	<ul style="list-style-type: none"> <li>The agenda was approved as submitted</li> </ul>
3.	<b>Approval of the <a href="#">May 12</a> minutes</b>	1:35	<ul style="list-style-type: none"> <li>Minutes were approved as submitted. Motion to approve by BMS, seconded by Michelle Sampat – all were in favor of approving. There were no nays and one abstention.</li> <li>Clarify goal 4 is the only goal to be reviewed during today’s meeting. All other goals approved by committee.</li> </ul>
4.	<b>PIE Committee Update</b> (Michelle and Pedro)	1:40	<ul style="list-style-type: none"> <li>PIE is an acronym for Planning for Institutional Effectiveness is now an official committee and Co-Chaired by Jennifer Hinostrroza.</li> <li>Unit PIEs due May 15 and Manager PIEs due August 15.</li> <li>Modified Unit PIE only requires faculty to complete and update on goals and add resource requests. <ul style="list-style-type: none"> <li>Several POD sessions held to assist faculty with questions. Technical and research support was also provided as needed.</li> </ul> </li> <li>Managers to provide a summary after reviewing Unit PIEs to determine what’s needed in their area. <ul style="list-style-type: none"> <li>Committee voted to approve the modified PIE forms. All were in favor of approving the modified forms. There were no nays and two abstentions.</li> <li>by Barbara and seconded by Kristina. After discussion, all were in favor. There were no nays and 1 abstention.</li> </ul> </li> </ul>
5.	<b>Budget Committee Update</b> (Rosa and Kelly) <ul style="list-style-type: none"> <li><a href="#">May revise</a></li> </ul>	2:10	<ul style="list-style-type: none"> <li>Please read/review – for informational purposes.</li> </ul>
6.	<b>IEC Goal Outcomes</b> (Kristina and Barbara)	2:20	<ul style="list-style-type: none"> <li>Motion to accept goals as written made so moved by Kristina and seconded by Barbara MS – there was 1 abstention and no nays. Motion approved.</li> </ul>

7.	<b>Strategic Planning - (Kristina)</b> <ul style="list-style-type: none"> <li>• Finalize Strategic Plan Goal No. 4</li> <li>• <a href="#">Strategic Plan Draft Goals</a></li> <li>• <a href="#">Draft Goals Statement</a></li> </ul>	2:30	<ul style="list-style-type: none"> <li>• Committee reviewed and discussed Goal 4.</li> <li>• Motion made to approve the goals and re-order as needed. Barbara Mezaki motioned to approve. There were no nays and no abstentions.</li> <li>• Strategic Plan Goals to be sent to PAC for approval.</li> </ul>
8.	<b>Announcements</b>	2:50	<ul style="list-style-type: none"> <li>• IT preparing for the campus to return. Reach out to the help desk for any needs you may have.</li> <li>• Sophia said farewell to the committee. This will be her last meeting and will be transferring to Humboldt State University in the fall. She is currently training the new student rep that will replace her.</li> <li>• ABE grad rates are continue to do well.</li> <li>• June 9 meeting - ? BMS thanked everyone for the work they do – she is retiring.</li> <li>• No meeting in June 9 – on hold just in case.</li> </ul>
<b>Future Meetings: June 9</b> <ul style="list-style-type: none"> <li>• <i>IEC Goal Outcomes (see last page of agenda) due June 1, 2021</i></li> </ul>			



## Committee Goals and Progress Report 2020-21

**Committee name:** Institutional Effectiveness Committee

**Name of person completing the report:** Kelly Fowler, Vice President, Instruction and Barbara McNeice-Stallard, Director, Research & Institutional Effectiveness, Kristina Allende, Faculty

**Instructions:** Due by **November 2, 2020**: Columns 1 and 2  
 Due by **June 1, 2021**: 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)
<b>GOAL # 1:</b> Committee website up-to-date	6, 11, 15	
<b>GOAL #2:</b> Develop/Clarify the Strategic Plan Process (integrated planning process) and updating the College Strategic Plan	1, 3, 12, 14	
<b>GOAL #3:</b> Review Unit Manager & Vice President PIE Templates	1, 3, 12, 14	
<b>GOAL #4:</b> Prioritize equity in the development of planning processes and college plans	4, 5, 6, 9	
<b>GOAL #5:</b> Review & make recommendations to update AP 3250 "Institutional Planning" to reflect current processes	3, 12, 14	
<b>GOAL #6:</b> Document where ACCJC standards map to committee agenda items in agendas and minutes	14	