

**Attending:**

X	Irene Malmgren(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		Rosa Royce (Budget Liaison)
X	Chisa Uyeki (Faculty)		TBD (Assistant Faculty Accreditation Coordinator)		Alexis Carter (HR)	X	Kristina Allende, (Co-Chair)
	TBD (AS President or Designee)		Sophia Ruiz (Student Rep)	X	Meghan Chen, Instructional Services		Pedro Suarez (Guest)
X	Landry Chaplot (Faculty Noncredit)		Mark Fernandez (CSEA 262)		Tom Mauch ( AVP Student Services)		Daniel Berumen (Guest)
X	Loni Nguyen (Faculty Outcomes Coordinator)	X	Kate Morales (IT)		TBD, AVP, Instruction	X	<i>Lisa E. Jackson (Recorder)</i>

AGENDA			
	Topic	Time	Discussion/Outcome
1.	<b>Welcome</b>	1:30	Kristina thanked everyone for their participation, help, and support at Expanded PAC.
2.	<b>Approval of the Agenda</b>	1:30	The agenda was approved as submitted.
3.	<b>Approval of the March 24 minutes</b> (attached) <ul style="list-style-type: none"> <li>• No meeting notes for April 14 – Committee met for 30 minutes to prep for Expanded PAC.</li> </ul>	1:35	Minute approval postponed until next 5/12 – wrong minutes attached.
4.	<b>Strategic Planning - Expanded PAC Debrief</b> (Kristina) <ul style="list-style-type: none"> <li>• <b>Review of Breakout Room Notes</b> <ul style="list-style-type: none"> <li>➤ <a href="#">Breakout 1</a></li> <li>➤ <a href="#">Breakout 2</a></li> <li>➤ <a href="#">Breakout 3</a></li> <li>➤ <a href="#">Breakout 4</a></li> <li>➤ <a href="#">Breakout 5</a></li> </ul> </li> <li>• <b>Draft Strategic Plans Goals</b></li> </ul>	1:40	<ul style="list-style-type: none"> <li>• During Expanded PAC, attendees were assigned to a breakout room to review the Mission, Vision, and Core Values and share ideas or thoughts on anything missing.</li> <li>• For each room/notes were collected, Kristina highlighted those ideas. IEC will review and at a future meeting discuss any recommendations we would want to make to PAC when it conducts that review based on what was learned during Expanded PAC.</li> <li>• The Committee reviewed the notes from the breakout rooms listed in Topic No. 4.</li> <li>• Our next goal is to ensure that what was developed at EPAC in terms of goals can be shared with PAC.               <ul style="list-style-type: none"> <li>○ From this review, 10 goals came out and 2 other areas that we don't have goals for.</li> <li>○ Kristina reviewed the goals and synthesized them.</li> </ul> </li> <li>• Members were assigned to a breakout room to review the goals and determine if they need to be revised or edited prior to being given to PAC as being strategic plan goals.               <ul style="list-style-type: none"> <li>○ <b>Group 1</b> (Barbara MS, Kristina, Loni, Meghan)</li> <li>○ <b>Group 2</b> (Chisa, Irene, Kate, and Pedro)</li> <li>○ <b>Group 3</b> (Alexis, Barbara MS, Sophia)</li> <li>○ <b>Group 4</b> (Landry, Michelle, Malia)</li> </ul> </li> <li>• Kristina to combine the notes from the groups into a shared document to be distributed to IEC members and hopefully by the next meeting, we will</li> </ul>

			<p>have a document that the committee can vote on in terms of making a recommendation to PAC.</p> <ul style="list-style-type: none"> <li>• The draft is the consolidation of EPAC and the job of IEC is to ensure that what we have is appropriate for a Strategic Plan and that they represent what we think as a college are important.</li> <li>•</li> </ul>
5.	<a href="#">2017-2021 Strategic Plan Graphic</a> (Kristina)	2:40	<ul style="list-style-type: none"> <li>• Reviewed and discussed the 2017-2021 Strategic Plan Graphic.</li> <li>• Kristina will send the group different models of other strategic plans.</li> </ul>
6.	<b>PIE Update</b> (Michelle and Pedro) <ul style="list-style-type: none"> <li>• Minutes from <a href="#">April 5</a> Meeting</li> </ul>	2:45	<ul style="list-style-type: none"> <li>• Michelle had a clarification for the new process since IEC has a subcommittee. Not sure of what the process will be for submitting minutes and having them approved by IEC.</li> <li>• They are now an official committee. Jennifer Hinostrroza is the new Faculty Co-Chair.</li> <li>• Recommendation for manager PIE will be forthcoming.</li> <li>• Official minutes from the last meeting are attached.</li> <li>• Still working on membership for the PIE Committee. Morris Rodrigue and Gary Nellesen attend the last meeting and discussed resource requests.</li> <li>• Rosa Royce and Gary Nellesen appointed to the PIE Committee.</li> <li>• Manager PIEs are due in July – currently working on recommendations.</li> </ul>
7.	<b>Budget Committee Update</b> (Rosa)	2:50	No update
8.	<b>Announcements</b>		
<b>Future Meetings:</b> May 12 & 26, and June 9			



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## Committee Goals and Progress Report 2020-21

**Committee name:** Institutional Effectiveness Committee

**Name of person completing the report:** Richard Mahon, Vice President, Instruction and Barbara McNeice-Stallard, Director, Research & Institutional Effectiveness, Chisa Uyeki, 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)
GOAL # 1: Committee website up-to-date	6, 11, 15	
GOAL #2: Develop/Clarify the Strategic Plan Process (integrated planning process) and updating the College Strategic Plan	1, 3, 12, 14	
GOAL #3: Review Unit Manager & Vice President PIE Templates	1, 3, 12, 14	
GOAL #4: Prioritize equity in the development of planning processes and college plans	4, 5, 6, 9	
GOAL #5: Review & make recommendations to update AP 3250 "Institutional Planning" to reflect current processes	3, 12, 14	
GOAL #6: Document where ACCJC standards map to committee agenda items in agendas and minutes	14	