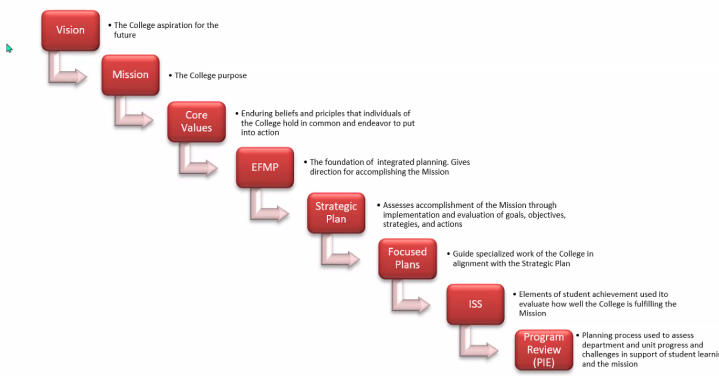


Director, Research & Institutional Effectiveness (Co-Chair)	Patty Quinones	X	PIE Liaison	Krupa Patel	X
Assistant Dean, Accreditation and Planning (Co-Chair)	Lianne Greenlee	X	Budget Committee Liaison	Rosa Royce	
Faculty Outcomes Coordinator (Co-Chair)	Kelly Coreas	X	Instructional Services (appointed by VP Instruction)	Sylvia Ruano	
Academic Senate President or Designee	Tania Anders	X	Student Services (appointed by VPSS)	Lina Soto	X
Faculty Noncredit (appointed by AS)	Landry Chaplot		Director of Human Resources or Designee	Ryan Wilson	
Associate Vice President, Instruction	Meghan Chen		Faculty – Student Services (appointed by AS)	Vacant	
Classified (appointed by CSEA 262)	Yvette Garcia	X	Classified (appointed by CSEA 651)	Vacant	
Faculty Credit (appointed by AS)	Tiffany Kuo	X			
Faculty Accreditation Coordinator	Barbara Mezaki	X	Guest – Senior Research Analyst	Cathy Stute	X
Student (appointed by Associated Students)	Sean Moon		Guest – Senior Facilities Planner	Megan Moscol	
Information Technology (appointed by VP Admin Services)	Kate Morales	X	Recorder	Wendi Alcazar	X

AGENDA

	Topic	Time	Discussion/Outcome
1.	Welcome	1:30	
2.	Review of the Agenda	1:33	<ul style="list-style-type: none"> Reviewed.
3.	Approval of the April 10th Minutes	1:38	<ul style="list-style-type: none"> Reviewed. Edit 2.5 to disaggregated instead of desegregated. The motion to approve the minutes with the above changes made by L. Greenlee, second made by K. Coreas, motion approved.
4.	PIE Committee Purpose & Function Changes	1:43	<ul style="list-style-type: none"> PAC reviewed the PIE Purpose and Function and returned with a recommendation to #1. They asked that we add the Climate Action Plan. There has been some discussion about the function of the PIE committee versus the IEC function. IECs role is to give PIE direction. When PIE reviewed this request, they felt their work could provide a tool to align with CAP. The only alignment PIE does is to the Strategic Plan. All the other plans are linked directly to the Strategic Plan. Therefore, we have integrated processes. The committee felt that they shouldn't add this to their function. So now, this is being brought back to IEC to see if we support their recommendation. We need to provide opportunities for these plans to be embedded in the comprehensive program review. Right now, #1 mentions other plans and pathways. Will they all be removed? Eventually, yes, they will. The PIE committee

			<p>wants the College’s Strategic Plan listed since this is the only plan that they currently work with.</p> <ul style="list-style-type: none"> • Is IEC comfortable suggesting to PAC that we leave it out of their Function? • New #1: “Align PIE with the College’s Strategic Plan and other campus plans.” • Is # 5 correct? Should that be more specific? • Formal recommendation to PIE from IEC, that they review their function in the Fall along with that process. • Motion to approve changes to the PIE Purpose and Function listed above by B. Mezaki, second the motion. Anders, motion approved.
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5.	<p>Educational & Facilities Comprehensive Plan Update</p>	1:53	<ul style="list-style-type: none"> • The governance taskforce has been tasked with creating a handbook. • Last week the taskforce met and reviewed the handbook that will be forwarded to PAC.  <p>Educational and Facilities Master Plan (EFMP)</p> <ul style="list-style-type: none"> • This shows our planning alignment. <p>Educational and Facilities Master Plan (EFMP)</p> <p>The Mt. SAC 2018 Educational and Facilities Master Plan (EFMP) is the long-term plan that serves as the foundation for integrated planning processes and cycles of continuous quality improvement. This plan gives direction for accomplishing the mission.</p> <p>Strategic Plan (SP)</p> <p>The Mt. SAC 2022-25 Strategic Plan (SP) aligns with the EFMP. The SP’s work is done by Mt. SAC’s participatory governance committees, implementation of focused planning documents, and all departments’ work. The College assesses mission accomplishment through implementation and evaluation of the goals, objectives, strategies, and actions of the SP documented in program review (PIE). SP goals and objectives are structured by Strategic Priorities.</p> <ul style="list-style-type: none"> • Institutional Level Outcomes: not everyone is as familiar with this as we would like. • It’s the perfect time for what the Outcomes Committee has been working on.
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Timelines of Continuous Improvement Processes

Note from the Task Force: This table is a draft. The new 3-year Comprehensive Program Review cycle, evaluative participatory governance, CTE Program Review, and Evaluation of Participatory Governance and Planning are established by IEC/PIEC and the Governance TF

Process	Responsible Party	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2032-33	2033-34
Mission, Vision, Values Review	PAC/BOI	Review	Review	Review	Review	Review	Review	Review	Review	Review	Review
Educational and Facilities Master Plan	PAC/IEC	Plan & Draft	Finalize & Approve				Review				Plan
Strategic Plan	IEC/PAC	Review	Review	Update	Review	Review	Update	Review	Review	Update	Review
Institution-Set Standards	IEC	Review	Review	Review	Review	Review	Review	Review	Review	Review	Review
Program Review Cycle A	Departments/Units	Annual Update	Annual Update	Comprehensive Update	Annual Update	Annual Update	Comprehensive Update	Annual Update	Annual Update	Comprehensive Update	Annual Update
Program Review Cycle B	Departments/Units	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update
Program Review Cycle C	Departments/Units	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update	Annual Update
CTE Program Review	CTE Programs	Select Programs	Select Programs	Select Programs	Select Programs	Select Programs	Select Programs	Select Programs	Select Programs	Select Programs	Select Programs
Institutional Level Outcomes Review	Outcomes/PAC	RO-4	RO-1	RO-2	RO-3	RO-4	RO-1	RO-2	RO-3	RO-4	RO-1
BP/AP Continuous Review Cycle	President's Office	Chapter 1 & 2	Chapter 3	Chapter 4	Chapter 5	Chapter 6	Chapter 7	Chapter 8	Chapter 9	Chapter 10	Chapter 11
ACCJC Accreditation	ASC	Submit/Visit	Plan/Write	Visit	Mid-Cycle	Annual Report	Plan	Write	Submit/Visit	Annual Report	Annual Report
ACS WASC Accreditation	SCE	Submit/Visit	Annual Update	Mid-Cycle	Plan	Write	Submit/Visit	Annual Update	Annual Update	Annual Update	Mid-Cycle
Integrated Planning Assessment	PAC/EPAC	2x Annually	2x Annually	2x Annually	2x Annually	2x Annually	2x Annually	2x Annually	2x Annually	2x Annually	2x Annually
Evaluation of Participatory Governance	PAC/Academic Senate	Comprehensive Review	Annual Update	Comprehensive Review	Annual Update	Comprehensive Review	Annual Update	Comprehensive Review	Annual Update	Comprehensive Review	Annual Update
Evaluation Governance/Planning Handbook	PAC	Create & Adopt	Annual Update	Full Review	Annual Update	Full Review	Annual Update	Full Review	Annual Update	Full Review	Annual Update

Integrated Planning Calendar

Activity	Responsible Party	July	Aug	Sep 1	Oct	Nov	Dec	Jan	Feb	Mar	Apr
PAC reviews Governance Committee Evaluation Forms	PAC										
PAC assigns strategic objectives from the SP to committees/units	PAC										
VP Summary of area's work towards SP	VPs										
President's summary of committees work towards SP due to IEC	President										
Committees submit goals and SP Action Plan to PAC	Committees										
IEC reviews VP and President summaries and prepares institutional summary for PAC on SP progress	IEC										
PAC reviews Institutional PIE, reviews new SP assignments, and any other documents necessary to support the SP	ePAC										
PAC reviews the Institutional PIE Summary	PAC										
PAC Finalizes updated SP	ePAC										
Unit PIE summaries due 5/15											
Governance Committee Evaluation Forms due 6/1 for President's PIE Summary	Committees										
Unit PIE opens	PIEC										
PAC reviews the Institutional PIE Summary	PAC										
ePAC Finalizes updated SP	ePAC										
Manager PIE opens	PIEC										
Unit PIE summaries due 7/15	Units										
Departments/units prioritize new resource requests for funding	Units										
Governance Committee Evaluation Forms due 6/1 for President's PIE Summary	Committees										
Managers prioritization of new resource requests	Managers										
Manager PIE summaries due 7/15	Managers										
VPs prioritization of new resource requests	VPs										
VP Summary of area's work towards SP	VPs										
President's summary of committees work towards SP due to IEC	President										
IEC reviews VP and President summaries and prepares institutional summary for PAC on progress made towards achievement of SP	IEC										
PAC reviews Institutional PIE, reviews new SP assignments, and any other documents necessary to support the SP	ePAC										
Facilities Calibrate Request Form available for resource requests in PIE	Facilities/Personnel Management										
Fiscal Services begins cycle	Fiscal Svcs										
PAC reviews Institutional PIE, reviews new SP assignments, and any other documents necessary to support the SP	ePAC										
Recommended changes to budget policies, processes, and guidelines sent to PAC	Budget Comm										
Fiscal Services updates and projects personnel budget	Fiscal Svcs										
PAC Finalizes updated SP	ePAC										

- This will give us a place to put down how things fit together.
- This document is nothing new; however, this is one document that will have all of this information in one place.
- We as a committee might want to propose that we have one plan that we use to drive our work, the Strategic Plan.
- We haven't laid out how it should happen. We have goals in the Comprehensive Master Plan.
- We have a plan. Why do we need another plan?
- It should be one plan. Dr. Garcia has stated that she wants DEISA+ at the core of all our work.
- Our Comprehensive Plan will need to be looked at, and everything will need to be looked at through the DEISA+ lens.
- EFMP and Strategic Plan have very different descriptors. We would need to combine them.
- The Strategic Plan is our plan for the next 10 years. Do we need a more detailed plan? Should this be part of the EFMP or will this be a separate plan or go to PAC to merge them?

- The AP/BP 3250 Institutional Planning, we are supposed to, together with EPAC, focus on elements of our plan. We haven't necessarily been following this.
- This is an opportunity for guidance.
- It is clear that we have a Strategic Plan, and then the focus plan works on the detailed plans.
- We should form a formal recommendation to PAC. If we want to do that, we should state that we don't need a strategic plan.
- We could keep what we have, and then in the evaluation of the handbook, we have a process for allowing for annual updates.
- Some changes we have been making don't have definitions for everything.
- We wouldn't want to change it to Master Plan since we are not yet ready to transition.
- Instead, submit this as our vision. This is how we are seeing it.
- Otherwise, we are not making it a grand idea, and the update may not happen.
- IEC can make a recommendation.
- Then we could have this conversation in the taskforce.
- The Strategic Plan may already be out of date. IEC works on this plan.
- Is now one small group determining our big overarching plan for the campus? This is going to be the thought of many people.
- For the Strategic Master Plan, we conducted listening sessions, and other ways were used to garner feedback. We would do something similar.
- Since we are currently looking into hiring external companies to help us with this. When will the recommendation reach Dr. Garcia? This information should be part of the vetting process for these firms.
- PAC meets next Wednesday and one of the IEC chairs can attend that meeting to share this.
- The draft that I shared with you today will be with Dr. Garcia by then, however, it is a draft so she may or may not share it.
- The current document shows two plans, not one, so that is a concern.

			<ul style="list-style-type: none"> • If we decide we only want one plan, we can make the recommendation to the new taskforce in the development of the Comprehensive Plan. • The interviews have been moved to June, instead of starting tomorrow. The committee will seek a firm to assist with the Comprehensive Plan. • So the timing is good. Since this is being pushed back, we have time to work with PAC and take recommendations to them. • Most other colleges have one plan. • The next EFCP will be available around June 2025. • It will depend on the company that is chosen as well. • If it is still relevant, we should include items in the next plan. • A single overarching Mt.SAC Educational and Facilities Comprehensive Integrated Plan. With applicable elements from the 22-25 document. • Furthermore, • With the rising importance of PAC, we need an IEC representative on PAC. • IEC recommends that instead of reporting to PAC, the IEC has a representative on the committee. • The motion to approve all three recommendations to go to PAC by T. Anders, the motion seconded by Y. Garcia, was approved unanimously.
6.	Governance Handbook Process Recommendation Update	1:58	<ul style="list-style-type: none"> • Reviewed and discussed among the previous agenda items.
7.	Finish Review of ACCJC 2024 Standards 1-3 as of 3/27/24	2:03	<ul style="list-style-type: none"> • 3.2: This is already incorporated. Keep alignment opportunities with professional development needs. Add a question as part of the program review. Prioritize immediate needs that are related to federal or state-mandated legislative changes that require training. • It talks about professional learning opportunities and equitable success. • This is an opportunity as something very important to learn how to implement. Looking through an equity lens is an area that everyone across campus can improve. • 3.3: Is an HR function. Does not need to be included in program review. • 3.4: We need a rubric. • “Develop a rubric as a means for setting priorities for resource allocation in alignment with the goals of the EFCP.

			<ul style="list-style-type: none"> • We could recommend to PAC that IEC makes recommendations on the rubric to PAC, in alignment with the EFCP. • These are very forward-looking items. • 3.5: Added the rubric. Completing PIE without adding anything to their work, however, they will see and know that their requests will be ranked according to the rubric. • For transparency we need to put a list on the website. These are all the resources for the 23-24 year. Then a list of the ranking and finally the list of resources that were funded. • It would go a long way to share this information to everyone who completes PIE or assists with it. • This will also help everyone know how they can get a resource. • 3.6 and 3.7 are not related to the program review process. • 3.8: Pertains to facilities: physical and safety of facilities. • 3.9: Technology. The notes seem to capture this standard well. • 3.10: Alignment with focused plans: financial, environmental, or technological emergencies and other unforeseen circumstances.
8.	PIE Update (Krupa)	2:50	<ul style="list-style-type: none"> • PIE update was covered under the previous PIE agenda item.
9.	Budget Committee Update (Rosa)	2:55	<ul style="list-style-type: none"> • There was no budget committee meeting last week and the meeting that was scheduled for today was canceled.
Spring 2024 Meetings: May 8th, May 22nd.			