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

	AGENDA		
	Topic	**Time**	**Discussion/Outcome**
1.	**Welcome**	1:30	Welcome to Allie Frickert, a new committee member as the new Faculty Accreditation Coordinator.
2.	**Review of the Agenda**	1:33	• Reviewed.
3.	**Approval of the September 11th Minutes**	1:38	• Reviewed. Edit Iinstitutional to Institutional, EFCP is the overarching document: on first bullet of #6, Motion to approve amended minutes made my S Ruano, L. Chaplot, approved. Two abstentions.
4.	**Institutional Equity Focus**	1:43	• Forgrounding and reflection has always been a part of Kelly Coreas's work: why is she doing what she is doing. • This has been implemented in her work as faculty. • Kelly reflects on her work as an instructor, in the classroom/hospital. • She was excited to learn how to add equity to her classroom. • She ended up having a whole list of things she had already been doing in her classroom and was excited to learn she had already been working towards equity. Then she thought about what she could do that would be more intentional. • RSI work is used to humanize and of course other reasons. • Good RSI will increase equity and success. This is motivating. • Equity is in line with Vision 2030. • We do this work naturally, but we need to be intentional with equity focus. • It's up to us to decide how we are going to be intentional. • Yes, we do have to meet the laws and new state requirements. However, we should focus on equity when we are working on these tasks. This will help empower us.

		- I'm not sure where we should go with this conversation. However, it is important for us to bring equity to the fore-front of our conversations. - We need to make sure we are equity minded for our students. - We help drive things so it's important that we have it as a function of what we do daily. - Equity, success, and access. - As we restructure we may want to consider reviewing decisions from this lens. - Should our college committees have something that is included in their goals or should there be instructions when it's time to update them. - Part of this is about how we practice this. We need time to stop and reflect on what we did and how we can improve. - Can we be effective if we do not forground equity? - Raising awareness and being intentional about what we need to do. What dimensions of effectiveness calls out equity? - Maybe setting goals in the purpose and function? Not sure where but how are we forgrounding equity in the work we are going to do this year? - This is part of our striving as an institution to forground equity. - The ACCJC standards are a litteral play book for institutional effectiveness. The word equity is all over them. - We have a huge opportunity to increase equity in our committee. We absolutely have a role to play in this. - The EFCP is a great way to include this, we need to include equity in that process. - What about more cross collaboration? We have some collaboration, since we each represent an area. But we could be more intentional. - Do we want to incorporate DEISA into the templates? In the work that we are doing, especially with revamping the templates. - We need to maintain the focus on equity when we return to our areas and hopefully make change and shift things. - Have spaces where people can share practical applications of equity. Taking equity talk to equity walk. - Some kind of space even if it's informal, something where people can look to get ideas.

			• Sometimes it's easy things and people don't realize how easy it is. They think it's going to be difficult, when it's not. • We should also think about small steps, maybe at each meeting we spend a few minutes to see if anyone has an ah ha moment or a best practice. Also hard lessons, we should share these as well. • A space for us to support each other in our individual paths.

5.	**IEC Purpose and Function / Membership**
	 • **Add EFCP**
		2:00	• Education and Facilities Comprehensive Plan Task Force re-view:
			• Number five and number six specifically list IEC.
			
			  5. Collaborate with the IEC to include integrated planning elements and identify governance committees and college units responsible for implementing plan activities.
			
			  6. In collaboration with IEC and Research and Institutional Effectiveness, create a recommendation for methodologies and tools to be utilized for regular evaluation of progress toward realization of the comprehensive plan and present to PAC for consideration. Catalog data sources and collection methodologies used in the comprehensive planning process, unit(s) responsible for data collection or maintenance, and the cycle for reporting.
			
			• It looks to me that we will be involved in the implementation of the plan.
			• Should we include five and six in our Purpose and Function?
			• Is the charge given, are they part of our goals this year?
			• What is the duration of this project?
			• It's on-going, So long term.
			• Do we know anymore from those who are on the task force? We use collaborate a lot, what is meant by this? If we are to add to our goals we need something more specific.
			• This task force will not finish their work until next spring, we may not want to add it to our Purpose and Function until next year.
			• Some of our Purpose and Function already supports this work.
			• Function one and two may already cover this.
			
			  Function
			  1. Support ongoing connections between unit planning activities and institutional planning processes.
			  2. Encourage the use and analysis of standard data reports needed to support effective planning and evaluation activities for academic and non-academic departments.
			
			• Agreed that our current Purpose and Function may cover these but something more specific might be helpful. That way we know exactly what they would like from our commit-tee.
			• I believe the charge was drafted by PAC, we need to get more feedback about what collaboration means.

6.	**Merged Committee Membership**	2:15	• Attached is an Excel spreadsheet of the membership so that it can be sorted.

			• There is a question about the IT position, do we want this to be a staff member or do we want to leave this up to the VPAS? • We had previously discussed the count per represented group (managers, staff, faculty) and this could change that make up. • Would it be more helpful to have a manager in that position? • We did receive an email yesterday with a request to swap out Kate Morales with Monica Cantu-Chan. • We could leave it up to IT and allow them to choose this representative. • Is the intent for this position to support this committee with IT support? • There is an IT plan, would it be more appropriate to have a manager representative? • Should we reach out to Facilities to recommend a designee for the Senior Facilities Planner position? • Will there be a separate student equity plan? This is due to the chancellors office every three years. So, yes, this does have to happen. • Historically, all of these positions should be here. Are we worried about quorum? That's always a worry when you have a large group like this. • All of these positions are important. • Do we feel ready to vote on this membership? • **Motion to approve the purprosed amended membership made by S. Ruano, seconded by R. Wilson. Motion approved.** • The Student Association will need to make an appointment to this committee. • It will go to PAC as a discussion item and then they will vote on it as an action item at the following committee. • Perhaps PAC can get it approved ASAP so that we can start work with the new committee members. • Dr. Garcia wants us to eliminate unnecessary committees, so perhaps this is possible. We will ask Carole to see if this is possible. • We should send the membership list with the recommendation to PAC.
7.	**Prioritization Rubric and Templates**	2:25	• Tabled until the next meeting.

8.	**Planning for First Joint Meeting**	2:35	- First meeting with the new IEC members will hopefully be the Oct. 23rd meeting. - We will have new people joining us, do we need to introduce them to the committee? - There are certain things that have to happen so how do we want to move forward? - The President's Office is in the process of finding out, by the end of this month, which committees need to meet the Brown Act and which ones don't need to. - Overall it is a nice concept to think we have large overarching committees with smaller work groups that work on tasks that can't be completed during the committee meetings. - The hope is that not all committees, work groups, etc will have to meet in person. - We can work on goal setting and program review questions, that are specific to data and equity. - Should we have this conversation when we have the new committee members? Or do we want to work on that now? - There are some faculty that are on PIE that have been awesome. - Part of the issue is that the work needs to be done but we don't want to do the same work as PIE when they are still currently a committee. - We need to come together and regroup once the new members join us. - Introduce ourselves to eachother again and what it means to be an effective institution. - Tentatively we will have the new committee meeting on the 23rd of October. - We will have to look at the Purpose and Function and it may change once we absorb the PIE committee. - The membership does need to be updated annually. So we will need to work on that as well.
9.	**PIE Update** (Krupa)	2:50	- We discussed the merger and they were told about IEC approving the merge and updating our membership. - The next PIE meeting will be Oct 7th.
10.	**Budget Committee Update** (Rosa)	2:55	Tabled until the next meeting.

Fall 2024 Meetings: October 9th, October 23rd, November 13th, November 27th.