| Role | Name | Present | Role | Name | Present |
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| Vice President, Instruction or Designee (Tri-Chair) | Kelly Fowler | X | Instruction (appointed by the VP, Instruction) | Kelly Coreas | X |
| Director, Research & Institutional Effectiveness (Tri-Chair) | Patty Quinones | X | Instructional Dean (appointed by VP, Instruction) | Sylvia Ruano | |
| Faculty – Career Education (Tri-Chair) | Jennifer Hinostroza | X | School of Continuing Education (appointed by VP, SCE) | Minerva Avila | X |
| Faculty (Outcomes Coordinator | Chris Jackson | | Senior Facilities Planner or Designee | **Vacant** | |
| Academic Senate President or Designee | Tania Anders | X | Student Services (appointed by VP, Student Services) | Lina Soto | X |
| Faculty Accreditation Coordinator or Designee | Allie Frickert | X | Business Analyst, Instruction | Krupa Patel | X |
| Faculty - Credit (appointed by Academic Senate) | Pauline Swartz | | Classified (appointed by CSEA 262) | Cathy Hayward | X |
| Faculty - Noncredit (appointed by Academic Senate) | Landry Chaplot | | Classified (appointed by Classified Senate) | Heidi Alcala | X |
| Faculty – Student Services (appointed by Academic Senate) | **Vacant** | | Classified (appointed by CSEA 651) | **Vacant** | |
| Student (appointed by Associated Students) | Sean Moon | | Educational Research Assessment Analyst (appointed by Director, RIE) | Annel Medina Tagarao | X |
| Associate Vice President, Instruction | Meghan Chen | X | Guest – Senior Research Analyst | Cathy Stute | X |
| Fiscal Services (appointed by VP, Admin Services) | Rosa Royce | X | Guest – Assistant Dean, Accreditation and Planning | Lianne Maldonado-Greenlee | X |
| Human Resources Manager (appointed by VP, HR) | Ryan Wilson | | | | |
| Information Technology (appointed by VP, Admin Services) | Monica Cantu-Chan | X | Recorder | Wendi Alcazar | X |

| | Topic | Discussion/Outcome |
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| 1. | **Welcome** | |
| 2. | **Review of the Agenda** | • Reviewed. |
| 3. | **Approval of May 14th Meeting Minutes** | • Reviewed. Please send Tania the memberships. Royce, update the Fiscal portion instead of the budget portion on the Budget Committee update. Motion to approve the minutes with the above edits made by J. Hinostroza, T. Anders seconded the motion. Motion approved. |
| 4. | **Program Review Update** | • Template Draft from the workgroup.<br>• Most of the questions are similar to the questions on the old PIE doc. We tried to make them more specific<br>• Then we break off into more specific areas (e.g., Instruction, Student Services, etc.).<br>• They will have a question that will have several bullets underneath it.<br>• We used the work of IEC from last year, and it aligns with the new standards.<br>• We also brought in Mt. SAC 2035.<br>• There was a lot of toggling back and forth on the old PIE; however, now it's on the same page. The goal will also be on the same page; we wanted to keep it together so that their train of thought wouldn't be interrupted.<br>• Maybe we can create a completed sample so that there is an example answer for each question.<br>• We need to build in as much as possible so that it's noted in the form, not everyone goes to the training.<br>• Will the training be required? Can this also be required, like P-card training?<br>• We can give instructions about how to request professional development, etc.<br>• PIE is a reflection and request, not just resource requests.<br>• We should think about sharing pertinent information with POD or Research. They |

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| | | • may have resources that could assist with fulfilling requests.<br>• Even though we have headers, some areas offer both services and instruction.<br>• Can we have a to-do list generated once they submit their PIE?<br>• We can ask to see if the structure of the report can be printed out in this way.<br>• The communication section will be under each unit.<br>• Feedback needs to be sent to P. Quinones, and J. Hinostroza.<br>• Administrative Units should be explained. Other areas may think that they fall within this area. Additionally, some areas may say they are not included and assume they do not need to complete it.<br>• How do managers and VP PIE fit into this? Will we create a template for them as well?<br>• We could work on these over the summer, since their cycle starts later.<br>• Recommendation to move this forward in the approval process of the template. With modifications to be made as needed. Motion made by T. Anders, seconded by M. Chen, motion approved.<br>• Motion to vote for the Program Review workgroup charged to work on a draft of the manager and VP program review templates over the summer. Motion approved. |
| 5. | **Mt. SAC 2035 Implementation** | • This topic is a continuation of what we have been talking about.<br>• Communication is one of the big items we want to improve across campus.<br>• Effective communication is a big part of Mt. SAC 2035.<br>• We can make recommendations.<br>• We work to see what improvements need to be made and make the recommendation to PAC. The question is, are there other groups that should be doing the same?<br><br>5. Collaborate with the IEC to include integrated planning elements and identify governance committees and college units responsible for implementing plan activities.<br><br>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.<br><br>• A lot is outside of the program review process, how will IEC direct the implementation of improvements?<br>• POD sends out an email newsletter every couple of weeks about their area.<br>• This may be a way to get information out to everyone.<br>• IEC is specifically mentioned in Mt. SAC 2035.<br>• Above are the two charges to IEC from Mt. SAC 2035.<br>• A draft will go out either today or tomorrow for campus review.<br>• These two charges are in the implementation section.<br>• IEC is to help with the implementation.<br>• Our work will be heavy concerning the Mt. SAC 2035 work. |

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| | | • In the Fall, we will be recommending implementation to PAC. |
| 7. | **DEISA+ Updates** | • We will have the healing-centric training on July 16th just for faculty; they will be compensated 4 hours at the non-instructional rate. |
| 8. | **Budget Committee Update** | • There are no updates; the next committee meeting is later today. |