1. Call Meeting to Order: Present: Kathy Smith, Angelina Hill, Tami Matsumoto, Paul Chown, Julia Peterson, Dan Calderwood, Cheryl Tucker, Crislyn Parker-support

2. Review 6/25/14 Notes: approved as stand

3. Action Items

4. Discussion Items

4.1 Define IEC Process for Membership, Terms and Constituency; Define Committee Purpose, History, and Typical Tasks:
- See 4.3, bullet two for membership; Angelina will look into the Mission.

4.2 Accreditation Matrix:
- Angelina grouped only the IEC responsibilities into a smaller document. The matrix is a manageable reference for everyone to keep standards in mind and track responsibilities. The group began discussion on each IEC designated standard for applicability.
- Annual plan objectives were sent to responsible parties for review and response. Per the timeline, the 2015-16 annual plan should be drafted by the end of September. As this is not operationally possible, the committee discussed alternatives. It was agreed that since we are at year three of five of the five-year plan, to review, update, remove any current items not feasible, and note any priorities that were changed. The plan should focus on what can be realistically achieved.

4.3 Committees Process for non-senate/board committees:
- Discussion and agreement that committees not guided by senate or board policy, will determine their best constituency representation and submit to IEC for final approval. IEC will create a handbook and post on the ‘process and information’ section of inside.redwoods.edu which will include where committees go for appointed representatives (i.e. faculty, CSEA, CRFO). The senate will include in meetings as a discussion item.
- Discussion on what IEC committee representation should look like by position:
  - President (permanent)
  - 2 at-large faculty (appointed, 2 year terms, staggered)
  - Management council (appointed, 2 year terms, staggered)
  - CSEA (appointed, 2 year terms, staggered)
  - ALO (permanent)
  - IR Rep (permanent)
  - VP Instruction, Student Development (permanent)
  - Instructional Council representative (permanent)
  - PRC (Chair or Co chair, permanent)
  - BPC representative (appointed, 2 year terms, staggered)
- Roles may be combined (i.e. PRC faculty co-chair and appointed faculty).
- The other committees and groups (left side menu) on inside.redwoods home page need to update their information, as well. These categories will change slightly.
4.4 Committee Digest:
- The digest was created as an opportunity for committees chairs to provide updates of hot, current and/or important information, which will then be assembled and sent out to the district.
- Angelina will send a link to the chairs of all committees to respond if they have updates they would like known. CSEA and CRFO will be added to the drop-down list of committees. The academic senate will give the overall updates for the senate, curriculum, and ASPC committees.

5. Other/Future Agenda Items:
- Update on IEC membership

Adjourn