Present: Eileen Acker (Resource), Jim Arnold, Paul da Silva, Ron Krempetz, Arthur Lutz, Brian Quinn, Carol Scialli (Resource), Scott Serafin, David Snyder (Chair)

Absent: David Erlenheim, Jon Gudmundsson, Andy Haber, Marshall Northcott

Approve Minutes
• Minutes of April 30 meeting approved.

Announcement
• Please be reminded to complete the PGS (governance) survey for the Instructional Equipment Committee that Kathleen Kirkpatrick sent out via e-mail. Survey provides good feedback and supports compliance with WASC.

Meet with Any Faculty Interested in Giving Additional Feedback on Program Review Requests
• There were no responses regarding committee’s request for feedback.
• Comment: Request that went out to Chairs may have been ambiguous in terms of reaching all faculty.

Discuss Interviews if any and Finalize List to go to PRAC
• See above item. No responses were received.

Other
• Edit request for computers (English) to indicate Communication department made the request (HC-171 and HC-173 for $2,400).
• Discussion about reorganizing the tiers on spreadsheet.
  o Tier 1 items: Computer requests are essential because they are for labs and classrooms that cannot function if requests unfulfilled. It is hoped these can be funded via another process.
  o Tier 2 items are requests for replacement of old equipment. These requests are essential for maintaining stability of programs.
  o Comment: Career Ed items not listed as Tier 2 yet are extremely vital to department.
  o Make clear that we want to see support for Tiers 1 and 2 for strength of programs.
  o Consensus that Tier 2 items take priority over Tier 3.
  o Comment: Move Laser Printer, $2,500, request to 1-C Tier.
Committee reached consensus to send the IE Recommendations Spreadsheet to PRAC. Committee would like to receive a response regarding its recommendations. The IEC recommends that the college create a college-wide systematic approach to funding computer purchases outside the Instructional Equipment process.

Wrap Up/Assignments
- Carol will look for last year’s recommendation from IEC regarding that computers should be considered under a separate entity.
- Carol will revise spreadsheet tiers.
- Carol will send final spreadsheet to PRAC.