1. **Agenda** – approved.

2. **Meeting Notes of September 24** - approved.

3. **PBView** – Kelvin Jasek-Rysdahl and Gary Lowe explained the features and uses for web-based program. It allows the user to drill into the goals and connect with a narrative page, adds value and color codes, emphasizes relationships, and links to narratives. K. Jasek-Rysdahl noted that a number of universities are using it for their WASC reporting. The Chancellor's Office offers technical support and training for PBView. Finance is already using this for their balance scorecard. Discussion followed and R. Pugh and J. Klein stated that they thought the program would be helpful for their areas.

   Quote from the pbview website (www.performancesolft.com): The promotion of a 'culture of evidence' through data-driven decision making by accrediting organizations has made higher education institutions rethink their approach to performance assessment. With pbviews, a number of universities and colleges are demonstrating both their accountability to stakeholders and dedication to learning, providing a comprehensive portfolio of data for the institutions' leaders and accrediting agencies. Keeping data simple and in one dynamic system means less resources spent on assessment and more time in the classroom.

   K. Jasek-Rysdahl stated that Institutional Research is in the process of putting the logic model into the PBView format, but target information is missing in many areas. J. Boffman noted that the logic model needs to be completed, even if PBView is not used. **Action:** IR will revise the contact person information and J. Boffman will send memos to the primary contacts asking them to complete the target information by October 29, 2004.

4. **Setting Targets and Connecting 2003/04 Goals to 2004/05 Goals.** Connections will need to be made between the 03/04 goals and 04/05 goals. G. Lowe is entering information in PBView using the 04/05 headings where appropriate. J. Boffman noted that the USGPC will receive a report from the Strategic Planning Workshop after the Strategic Planning Core Planning Committee meets on October 27, 2004.

   The next USGPC meeting is October 22.