

Institutional Effectiveness Council

This Charter is established between the Executive Leadership Team (ELT), serving as Sponsor, and the Institutional Effectiveness Council (IEC) to define the Council's purpose, scope, outcomes, and membership for the 2025–2028 academic years.

While executed for a three-year term, this Charter remains subordinate to the college's foundational governance documents. Consequently, any amendments to the ARC Strategic Plan, Educational Master Plan, Institutional Equity Plan, or related governance frameworks shall mandate an immediate review and alignment of this Charter prior to its re-authorisation or revision.

Purpose and Scope

The IEC serves as a participatory governance forum, delivering strategic recommendations to the ELT aligned with the ARC Strategic Plan to drive organizational effectiveness.

- **State Evaluation:** Critically reviews institutional progress in equity, research, planning, governance, accreditation, and professional development.
- **Governance Communication:** Shares data-driven findings and actionable recommendations with external governance groups.
- **Process Coordination:** Directs core institutional processes and major initiatives tied to efficiency and effectiveness.
- **Project Team Support:** Launches collaborative project teams to address emergent college needs and strategic priorities.

Duties and Outcomes

- **Governance Support:** Maximizes overall institutional effectiveness.
- **Planning Leadership:** Manages annual unit planning and college program review processes.
- **Process Evaluation:** Assesses the effectiveness of methods outlined in the institutional integrated planning guide.
- **Planning Improvement:** Facilitates continuous updates to institutional planning frameworks.
- **Plan Oversight:** Directs the college's Educational Master Plan and Institutional Equity Plan.
- **Compliance Reporting:** Coordinates performance accountability for regional accreditation, LRCCD, CCCCO, State, and Federal entities.
- **Research Support:** Informs and improves institutional research and data-driven decision-making systems.
- **Professional Development:** Integrates, coordinates, and aligns college-wide professional development.
- **Accreditation Leadership:** Monitors and guides regional accreditation processes and compliance requirements.

- **Project Monitoring:** Guides assigned institutional effectiveness project teams regarding objectives, deliverables, and timelines.
- **Annual Reviews:** Evaluates the progress, outcomes, and impacts of assigned project team recommendations.
- **Team Renewal:** Evaluates and determines recommendations to the ELT for extending existing teams.
- **Project Initiation:** Proposes new projects to the ELT based on college needs, strategic goals, and student success outcomes.

Council Membership Overview

The **Institutional Effectiveness Council** consists of **21 members**, representing all four primary American River College (ARC) constituency groups. Members are assigned or appointed by their respective representative bodies: Management Team, Academic Senate, Classified Senate, and Associated Student Body.

Appointment Term Definitions

For appointed representative positions, the initial terms are designated as follows:

Term 1: Ends Spring 2028

Term 2: Ends Spring 2027

Term 3: Ends Spring 2026

Membership

Leadership

- **Vice President of Student Services and Equity** or designee – Council Chair
- **Faculty Co-Chair** – Term 1
- **Classified Co-Chair** – Term 2

Management

- **Dean of Institutional Effectiveness & Innovation / Accreditation Liaison Officer** – Permanent
- **Vice President of Administration**, or designee – Permanent
- **Vice President of Instruction**, or designee – Permanent
- **Instructional Dean Representative** – Term 1
- **Student Services Dean/Supervisor Representative** – Term 2
- **Dean, Instructional Outreach Center** – Term 3

Faculty

- **At large Faculty from Instruction** – Permanent
- **Student Learning Outcomes Assessment Coordinator** – Permanent
- **Program Review Faculty Representative – Term 1**
- **Faculty Researcher** – Term 2
- **Professional Development Faculty Representative** – Term 2
- **Faculty Accreditation Representative** – Term 3
- **Counseling/Student Services Faculty Representative** – Term 3

Classified

- **Classified Research Representative** – Term 1
- **Classified Student Services Representative** – Term 1
- **Classified Liaison** – Term 2
- **Classified Professional Development Representative** – Term 3

Student

- **Associated Student Body Representative** – Term 1
- **Associated Student Body Representative** – Term 2