

Institutional Effectiveness Council

This Charter is established between the Executive Leadership Team (ELT, the Sponsor) and the Institutional Effectiveness Council to identify the purpose and scope, planned outcomes, and membership for the Council during the three-year period of the 2022-2025 academic years.

Purpose and Scope:

The Institutional Effectiveness Council provides a forum for participatory governance and makes recommendations to ELT for strategic directions, initiatives, and operations consistent with the [ARC Strategic Plan](#).

The Institutional Effectiveness Council is responsible for coordinating the college's ongoing efforts to continually improve its organizational effectiveness.

The Institutional Effectiveness Council:

- Considers the state of the college's progress in areas of equity, institutional research, integrated planning, participatory governance, regional accreditation, and professional development.
- Coordinates a select number of institutional processes and major initiatives.
- Sponsors and supports collaborative project teams to produce specific deliverables and achieve assigned outcomes associated with major initiatives based on emergent needs and/or strategic plan priorities.

Duties and Outcomes:

Specific duties and/or outcomes assigned to the Institutional Effectiveness Council include:

- Support governance to maximize institutional effectiveness.
- Lead annual unit planning and program review processes.
- Evaluate the effectiveness of the processes identified in the institutional integrated planning guide of the college.
- Facilitate efforts associated with the continual improvement of institutional planning processes.
- Provide oversight of the college's [Educational Master Plan](#) and [Institutional Equity Plan](#).
- Coordinate accountability and performance reporting associated with regional accreditation, LRCCD, CCCCCO, State and Federal reporting.
- Support and inform the continual improvement of institutional research and decision support systems, processes, and structures.
- Integrate, coordinate, and where applicable, align institutional professional development.
- Provide leadership and coordination as well as continually monitor regional accreditation processes and requirements.
- Monitor, support, guide, and coordinate the work of assigned institutional effectiveness project teams based on the stated purpose and scope, objectives, deliverables, and planned timeline of their projects.
- Conduct annual reviews of the work of assigned Institutional Effectiveness project teams. Evaluate progress on and impacts of Project Team recommendations.
- Assess and determine recommendations to the ELT for the renewal of existing teams
- Assess and determine recommendations to the ELT for the initiation of new projects based on needs of the college with respect to achieving its strategic goals and student success outcomes.

Membership:

The Institutional Effectiveness Council is currently comprised of 20 members, inclusive of representatives of all four primary ARC constituency groups and assigned or appointed by their respective representative bodies (Management Team, Academic Senate, Classified Senate, and Associated Student Body). The term assigned to each appointed position (noted as “representative”) indicates the initial end of term for the person appointed to serve: Term 1 ends Spring 2025, Term 2 ends Spring 2023, and Term 3 ends Spring 2024.

• AVP, Office of Equity, Institutional Effectiveness, and Innovation (Chair)	Management	
• Faculty Co-Chair (Co-Chair)	Faculty	Term 1
• Dean of Office of Equity, Institutional Effectiveness, and Innovation	Management	
• Vice President, Administration (or designee)	Management	
• Vice President, Instruction (or designee)	Management	
• Dean, Instructional Outreach Center	Management	Term 3
• Instructional Dean Representative	Management	Term 1
• Student Services Dean/Supervisor Representative	Management/Classified	Term 2
• Faculty Researcher	Faculty	
• Student Learning Outcomes Assessment Coordinator	Faculty	
• Program Review Faculty Representative	Faculty	
• Faculty Accreditation Representative	Faculty	
• Professional Development Faculty Representative	Faculty	
• Counseling/Student Services Faculty Representative	Faculty	Term 3
• Classified Research Representative	Classified	Term 1
• Classified Liaison	Classified	
• Classified Professional Development Representative	Classified	Term 3
• Classified Student Services Representative	Classified	Term 1
• Associated Student Body Representative	Student	