

Institutional Effectiveness Council

Meeting Notes

NAME OF COUNCIL/TEAM: Institutional Effectiveness Council			
OBJECTIVE OF MEETING: Updates regarding ACCJC, climate survey, program review, and unit planning. Discuss professional development project team draft report.			
DATE: 03/23/2020 TIME: 3:00pm		LOCATION/ROOM #: https://cccconfer.zoom.us/j/663933514 CALL-IN NUMBER: CALL-IN CODE:	
FACILITATOR(S): Adam Karp and Bill Simpson			
TIMEKEEPER:			
ASSISTANT: Mary Goodall			
MEMBERS PRESENT: Adam Karp, Ankit Kaushal, Yujiro Shimizu, William Simpson, Corinne Arrieta Katzorke, Mary Goodall, Jennifer Laflam, Kay Lo, Janay Lovering, Christopher Olson, Rina Roy			
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):			
UPDATES AND BRIEF REPORTS:			
Topic	Person(s) Responsible	Notes	
Remote governance meetings	Adam Karp	- Moving from emergency mode to remote normalcy	
ACCJC Reports and Training	Adam Karp	- Annual Report and Fiscal Report - Research is currently focusing on the Student Achievement, Enrollment Changes, and Job Placement Rates. - These statistics have been delayed to 3/31 but our due date of 4/3 has not changed. - Please see the Facts and Statistics Page for up-to-date information for ARC.	
Institutional Campus Climate Survey Reporting	Adam Karp and Chris Olson	- Working with Office of Equity and Inclusion to publish a preliminary report.	
Program Review	Janay Lovering	- The deadlines are very soft. - More remote training to occur via ConferZoom. - Units to continue to plan on finishing their Power Point Presentations. - Formal presentations through Zoom will depend on Admin workload during late April/early May.	
Annual Unit Planning	Adam Karp	- Training to continue via ConferZoom. - There have been some issues (glitches) with the system and what people are seeing in their Plan. IT has been notified.	
ACTION ITEMS:			
Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
DISCUSSION ITEMS:			
Question	Person(s) Responsible	Notes and Next Steps	
What feedback does the council have on the Professional Development and Training project team's draft report?	PD team members	- Moving forward from a previous report to IEC: looking at focus areas and competencies for this reading. - Council reviewed the entire plan, page by page to understand the who, what, when, where, and how's of the plan.	
ITEMS FOR FUTURE CONSIDERATION:			

Topic	Contact Person