

Institutional Effectiveness Council

Meeting Notes

NAME OF COUNCIL/TEAM: Institutional Effectiveness Council			
OBJECTIVE OF MEETING: Take action on Professional Development and Training project team report; Provide update regarding ACCJC training; Affirm Institutional Effectiveness Council charter			
DATE: 04/20/2020 TIME: 3:00pm		LOCATION/ROOM #: https://ccconfer.zoom.us/j/92254619048 CALL-IN NUMBER: CALL-IN CODE:	
FACILITATOR(S): Adam Karp and Bill Simpson			
TIMEKEEPER:			
ASSISTANT: Mary Goodall			
MEMBERS PRESENT: Roger Davidson, Adam Karp, Kevin Porter, Yujiro Shimizu, William Simpson, Naomi Dasari, Mary Goodall, Jennifer Laflam, Kay Lo, Janay Lovering, Rina Roy, Koue Vang,			
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):			
UPDATES AND BRIEF REPORTS:			
Topic	Person(s) Responsible	Notes	
Accreditation project team training update	Adam Karp	<ul style="list-style-type: none">-ACCJC liaison has been in contact since the cancellation of her March 18th training.- A new training has been scheduled for May 1 via Zoom.-After training the Accreditation Team will move forward with their work.-The overall accreditation timeline has not changed.	
Updated Office of Institutional Research web page	Chris Olson	<ul style="list-style-type: none">-A member of the Research Team showed us some basics for navigating the new website location.-It can be found via a search or through the Insider under Remote Resources.-There are several instance to obtain information 'self service' without submitting a research request.-Submitting a research request through this portal is very user friendly.	
ACTION ITEMS:			
Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
Does the Institutional Effectiveness Council support forwarding the Professional Development and Training project team report (2nd Reading) to the Executive Leadership Team?	Alisa Shubb; Olga Prizhbilov	30	<ul style="list-style-type: none">-A member of the Team ran use through some highlights and changes, including specifics in the addendum.-The Report was approved by the council.
DISCUSSION ITEMS:			
Question	Person(s) Responsible	Notes and Next Steps	
Does the Council have any suggestions for updating its charter?	Adam Karp	<ul style="list-style-type: none">-The council looked over the initial IEC Charter and made some suggested edits.-The IEC Charter was last revised in October 2018.-This will go to ELT.	
ITEMS FOR FUTURE CONSIDERATION:			

Topic	Contact Person
Governance Training for Fall 2020	Adam Karp
OTHER INFORMATION: -Guest from the Office of Equity and Inclusion was invited to share a PowerPoint on Equity and speak about the scope of work done in that office. -Next Council Meeting: May 18, 2020 @ 3:00pm.	

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