

# Institutional Effectiveness Council

## Meeting Notes

<b>NAME OF COUNCIL/TEAM:</b> Institutional Effectiveness Council			
<b>OBJECTIVE OF MEETING:</b> Provide updates and discussion on planning, professional development, governance, survey research, and accreditation. Take action on adoption of Program Reviews submitted.			
<b>DATE:</b> 11/16/2020 <b>TIME:</b> 3:00pm		<b>LOCATION/ROOM #:</b> <a href="https://cccconfer.zoom.us/j/96680511139?pwd=VDV3WVJkN2wxR0dSMnR5TEVxMjV5UT09">https://cccconfer.zoom.us/j/96680511139?</a> pwd=VDV3WVJkN2wxR0dSMnR5TEVxMjV5UT09 <b>CALL-IN NUMBER:</b> <b>CALL-IN CODE:</b>	
<b>FACILITATOR(S):</b> Adam Karp and Bill Simpson			
<b>TIMEKEEPER:</b>			
<b>ASSISTANT:</b> Mary Goodall			
<b>MEMBERS PRESENT:</b> Ryan Bonomo, Roger Davidson, Adam Karp, Yujiro Shimizu, William Simpson, Beth Talbott, Corinne Arrieta, Nick Daily, Parrish Geary, Mary Goodall, Jennifer Laflam, Kay Lo, Janay Lovering, Rina Roy, Koue Vang,			
<b>SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):</b>			
<b>UPDATES AND BRIEF REPORTS:</b>			
<b>Topic</b>	<b>Person(s) Responsible</b>	<b>Notes</b>	
Annual Unit Planning Due November 25, 2020	Adam Karp	-Reminder email was sent to Authors. -Also send to Supervisor/Deans list. -Reminders will go out to Reviewers soon.	
Spring 2021 Actionable Equity Series	Jen Laflam	-This is a new series by Professional Development and the Equity Office. -Four 2-hour sessions. -Faculty focused. *some potential classified use (please see form).	
ARC Governance Process -- Requests for Support from Other Colleges	Adam Karp	-Requests to share our governance model has come in from our sister colleges and some colleges outside of LRCCD.	
Institutional Campus Climate Survey - 2nd Report	Chris Olson	-A few updates have been made since the agenda draft. -Will be in upcoming Beaver Bites. -Can be found on the Research Webpage.	
Accreditation Institutional Self Evaluation Report Project Team Update	Adam Karp and Bill Simpson	-The DO section will be done primarily over the break. Will be to us in February. This could alter some parts of our initial timeline. -VPA noted that some sections for financial needs were done early. -Quality focus essay notes from other institutions that have completed accrediting process: This section is "paragraph based" and "not weighted". Our mentor can help with some of the wording. -We are currently on track. -Reminder that there will be no live web page links. PDF these sections, highlight where needed, upload to evidence section.	
<b>ACTION ITEMS:</b>			
<b>Question</b>	<b>Person(s) Responsible</b>	<b>Notes and Decision(s)</b>	<b>Next Steps</b>
Per the Integrated Planning Guide (p. 20), does the Council support accepting the submitted 2019-2020 cohort Program Review reports for the following programs? - ASL & Deaf Culture - ASL-English Interpreting - Counseling - Design Technology - Dusty Baker Center - Foreign Languages - Funeral Services - Gerontology - Learning Resource Center - Library - Transfer Center	Adam Karp	0	The council supported the Program Review reports submitted.

**DISCUSSION ITEMS:**

Question	Person(s) Responsible	Notes and Next Steps
How do the ARC Decision Making Handbook and the ARC Governance and Organizational Guide support the work of the College?	Adam Karp	-Although we looked over the older model, there was little that was used there that would need to be added to the Governance and Organizational Guide.
What are the findings of the Spring 2020 Student Experience Survey DI Project Teams - Exploratory Analyses Part 1?	Yuj Shimizu	Analysis includes correlations between student perceptions of belonging/inclusion with achievement (course success, drop rate, persistence)
Does the Council have suggestions for updating the Institutional Effectiveness Council Charter membership perspectives?	Adam Karp	Clarification provided that the Dean of Equity and Inclusion is a member of the Council; discussion included importance of ensuring that the roles of the members are consistent with the Council charter
Does the Council have suggestions for future agenda items?	Adam Karp and Bill Simpson	Council members were invited to bring forward agenda items for future meetings.

**ITEMS FOR FUTURE CONSIDERATION:**

Topic	Contact Person