

Institutional Effectiveness Council

Meeting Notes

NAME OF COUNCIL/TEAM: Institutional Effectiveness Council	
OBJECTIVE OF MEETING: Updates, Reports, Discussions	
DATE: 04/18/2022 TIME: 3:00pm-5:00pm	LOCATION/ROOM #: Meeting URL: https://lrcdd.zoom.us/j/99158724588?from=addon Meeting ID: 991 5872 4588 CALL-IN NUMBER: CALL-IN CODE:
FACILITATOR(S): BJ Snowden, Bill Simpson	
TIMEKEEPER:	
ASSISTANT: Mary Goodall	
MEMBERS PRESENT: Ryan Bonomo, Kale Braden, Yujiro Shimizu, Bill Simpson, Robert Snowden, Corinne Arrieta, Mary Goodall, Joel Keebler, Jennifer Laflam, Judy Mays, Chris Olson	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	

UPDATES AND BRIEF REPORTS:

Topic	Person(s) Responsible	Notes
Campus Climate Survey	Jen Laflam, Yuj Shimizu, Chris Olson	<p>Please see attached 2022 Survey which launched early April and will close at the end of the semester.</p> <ul style="list-style-type: none"> -The focus of the questions are: overall, academic, class environment, student success, equity, and safety -Just for students right now -District-initiated effort, requested by the Board <p>Questions posed by/to IEC to think about concerning this survey:</p> <ul style="list-style-type: none"> -What would we like to see from this survey? -What might other groups like to see? -Will any questions we have alter future surveys? -What other uses in an equity mindset for the results? <p>How can we combine this snapshot information with the just-in-time reports we are also using?</p>

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
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DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
Institution-set Standards Report	Yuj Shimizu, Bill Simpson	<p>Yuj showed a draft annual ISS report, along with a process for sharing it internally and externally and a process for handling situations where the college fails to meet one of its institutional set standards.</p> <ul style="list-style-type: none"> -Course Completion rates and Institutional Set Standards can be found under Student Achievement Data on the on the ARC - Facts and Statistics page (link attached) -The report addresses the questions posed by the ACCJC team. -The report outlines the standards, history, metrics we utilize, and a proposed plan -Propose to move the report from research to IEC to the website -ISS Action Plan Reporting Form will be used by responsible party (department/council) to respond when we fail to meet an ISS, where they will describe how they will address the situation and listing any external factors (e.g., pandemic) that may have contributed -Add an ISS website and link from the Equity, Institutional Effectiveness, and Innovation site -Propose to address what plan we could put in place if an area fell below the standard for 2 consecutive years -Consensus that IEC supports creating the annual ISS report and posting it on the public-facing website, that IEC supports creating the reporting form, and that IEC supports the proposed process

Disaggregated student success data Facts and Statistics page	Yuj Shimizu, Chris Olson	<ul style="list-style-type: none"> -See attached metrics sample -refer to the Chancellors Office "Vision of Success" -dips in graphs due to the pandemic, but some improvement is there when you dig deeper in the data -consensus that IEC forward this to ELT
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ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person