

# Institutional Effectiveness Council

## Meeting Notes

**NAME OF COUNCIL/TEAM:** Institutional Effectiveness Council

**OBJECTIVE OF MEETING:** Discuss planning items for ARC and this council

**DATE:** 02/27/2023  
**TIME:** 3:00pm

**LOCATION/ROOM #:**  
<https://lrccd.zoom.us/j/9037376052>  
**CALL-IN NUMBER:**  
**CALL-IN CODE:**

**FACILITATOR(S):** BJ Snowden, Bill Simpson

**TIMEKEEPER:**

**ASSISTANT:** Mary Goodall

**MEMBERS PRESENT:** Mary Goodall, Jeffrey Sacha, Yujiro Shimizu, Bill Simpson, Robert Snowden, Aleia Stalker, Christina Wagner, Adam Windham, Corinne Arrieta, Diana Garcia, Joel Keebler, Jennifer Laflam, Janay Lovering, Martina Molina-Kanae, Devoun Stewart

**SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):**

**UPDATES AND BRIEF REPORTS:**

Topic	Person(s) Responsible	Notes
ARC is engaging in a new cycle of Strategic Planning during the 2022-23 academic year. During the Fall 2022 semester, we reaffirmed our Strategic Goals for 2023-2030. In January and February, the Office of Equity, Institutional Effectiveness, and Innovation held community forums to gather community input to 1) identify critical strategies our College will use to make progress toward achieving our Strategic Goals over the next seven years and 2) determine how we will measure our progress using metrics for District and College indicators of achievement. During this agenda item, we will share the critical strategies and indicators of achievement that emerged through this process and seek consensus on our 2023-30 Strategic Plan.	BJ Snowden, Jen Laflam	<ul style="list-style-type: none"> <li>- Items captured during the community forums for Strategic Planning have been documented and whittled down to become our smaller goals used to help reach the broader scope.</li> <li>- The finalized list will be shared at our March meeting.</li> </ul>
Accreditation Reaffirmation	Bill Simpson	<ul style="list-style-type: none"> <li>- Our Accreditation status is finalized and we are set to go through the process in 2029.</li> <li>- There will be a midterm report in 2025-26.</li> <li>- It was asked whether our IEC notes would prove to ACCJC that discussions take place concerning our accreditation status. The answer is yes.</li> </ul>

**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
Adding Institutional Set Standards (ISS) information to action plan form	Jen Laflam, Yuj Shimizu	<ul style="list-style-type: none"> <li>- Descriptions were given on what the documents attachments tell us:                             <ol style="list-style-type: none"> <li>1 - The summary shows the responses from departments that fell below department-set standards when asked for ways to improve.</li> <li>2 - The Institutional Implications asks the question of "what else should be added?", "what else should be done?", "how will this affect the institution?".</li> </ol> </li> </ul>

		- Discussion - What next? Do we read these and acknowledge, or will something else be done?
Lifecycle of Senate Liaison positions (for example: Accreditation or Program Review)	BJ Snowden	- We will reach out to the Academic Senate to determine their terms compared to our. - Find out how we can help the AS recruit for the faculty roles for our council and other governance councils.
<b>ITEMS FOR FUTURE CONSIDERATION:</b>		
<b>Topic</b>	<b>Contact Person</b>	
<b>OTHER INFORMATION:</b> Next meetings: March 20th and April 17th		