

# Institutional Effectiveness Council

## Meeting Notes

NAME OF COUNCIL/TEAM: Institutional Effectiveness Council		
OBJECTIVE OF MEETING: Finalize IEC projects for the semester		
DATE: 04/17/2023 TIME: 3:00pm		LOCATION/ROOM #: https://rccd.zoom.us/j/9037376052 CALL-IN NUMBER: CALL-IN CODE:
FACILITATOR(S): BJ Snowden, Bill Simpson, Jeff Sacha		
TIMEKEEPER:		
ASSISTANT: Mary Goodall		
MEMBERS PRESENT: Mary Goodall, Jeffrey Sacha, Yujiro Shimizu, Bill Simpson, Robert Snowden, Aleia Stalker, Christina Wagner, Adam Windham, Joel Keebler, Jennifer Laflam, Janay Lovering, Martina Molina-Kanae,		
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):		
UPDATES AND BRIEF REPORTS:		
Topic	Person(s) Responsible	Notes
Opening Remarks/Ice Breaker	BJ Snowden	
Summary of CTL work	Jen Laflam, Jeff Sacha	CTL moving forward with the Professional Development Plan - The move to the ITC Building and the support personnel - Focusing on the 7 Competencies 1. Equity Minded Service 2. Effective Communication 3. Technology Proficiency 4. Organizational Adeptness 5. Leadership Development 6. Collaborative Innovation 7. Data Literacy  Upcoming opportunities: - Finding ways to compensate faculty for long courses - Focus more on needs of Classified and Management opportunities - Pivot to institutional collaborative groups - Shared role workshops for colleagues to use to build community while learning - Working on goals for strategic planning  (PD Plan attached for perusal)
Program Review Presentations coming up	Janay Lovering	- Presentations will be held via Zoom on April 26th and May 4th. - See schedule in upcoming Beaver Bites - We will be looking at trends for potential PD development - Full report will be shared with council in first agenda of the fall semester
Institution set-standards update for 2023	Jen Laflam, Yuj Shimizu	Although ARC "met or exceeded" most of the institutional set standards for accreditation, the item for employment after graduation fell below the standard - We will be focusing on this - Agendize the work that has been/will be done in the fall - A full report will address the deficit from research - The areas that fell below have been notified, as well as the area dean - The job placement information comes out in March - There was a short period for the areas to work with this year - We have wanted to address areas that fall below for two consecutive years - What can be done (collectively) to assist these areas
Data Share	BJ Snowden	- Topics are requested via a research request - The research team will pull information out and organize findings to tell a story of what's going on - Would the council like this information to be delivered

		out? - What are other ways to view/deliver the information?	
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 Academic Senate subcommittee work (agendas and minutes) to IGOR	Bill Simpson, Mary Goodall	Should we continue to move away from ARC-Docs and add subcommittee minutes to IGOR? - We need to determine subcommittees in all constituency groups - Will work with IT to build this into site - This would ensure that the work of the subcommittees is public (for Brown Act) and searchable (for Accreditation evidence)	
The format of the IEC meetings in the fall. Will they still be on Zoom, or will they be in person?	Bill Simpson, Mary Goodall	In our discussion we determined that: - The chair and co-chair will also meet to discuss the planned modality of our work - The other councils will discuss this as well	
Interest from Counseling of more representation on IEC	BJ Snowden	The interest that was brought up was to have a general counselor on IEC - We currently have a categorical counselor on the council, who can bring information from counseling meetings - The changes to HomeBase and the specific counselors that they will have has made this shift come up - IEC will request from the counseling department a proposal on how to move forward	
All Council Meeting Flex Opportunity	BJ Snowden	We will plan a meeting (Flex opportunity?) for all councils in the fall - Getting information on what would benefit members the most as we beginning another academic year - Will confer with other councils	
ITEMS FOR FUTURE CONSIDERATION:			
Topic		Contact Person	
Homebase Assessment - IEC will work with the office of institutional effectiveness and innovation to determine recommendations to assess the effectiveness of our homebases.		BJ Snowden	