Institutional Effectiveness Council

Meeting Notes

NAME OF COUNCIL/TEAM: Institutional Effectiveness Council	
OBJECTIVE OF MEETING: September meeting	
DATE: 09/18/2023 **TIME:** 3:00pm	**LOCATION/ROOM #:** https://lrccd.zoom.us/j/88923439335 **CALL-IN NUMBER:** **CALL-IN CODE:**
FACILITATOR(S): BJ Snowden, Jeff Sacha	
TIMEKEEPER:	
ASSISTANT: Mary Goodall	
MEMBERS PRESENT: Mary Goodall, Jeffrey Sacha, Yujiro Shimizu, BJ Snowden, Aleia Stalker, Devoun Stewart, Christina Wagner, Adam Windham, Diana Garcia, Joel Keebler, Veronica Lopez, Jeffrey Moran	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	
UPDATES AND BRIEF REPORTS:	

Topic	Person(s) Responsible	Notes
Welcome back!	BJ Snowden	
What are the new data sets available in the Integrated Planning Portal?	Jen Laflam	- There are new data sets available in the Integrated Planning Portal - These are designed to promote equity and inform departmental dialogue, planning, decision making, and resource allocation. - This info is already set with your units data. - There are many ways to filter your search. - Ask yourself if you see a theme/trend. - What positive changes can be made?
What are some updates from the CTL concerning Professional Development?	Jeff Sacha	- Building on recent collaborations and momentum with: 1) OER (open educational resources) zero or low cost books, etc., 2) Academic Senate committees (curriculum and Program Review), 3) College Hour is back! Built around the theme of "Teaching and Learning at ARC" - Responding to needs and moments: 1) Building on the findings in the AAPI DI Team report, there will be an AANHPI student success workshop series (one in October, one in November) 2) Healing spaces for BiPOC faculty/staff 3) New panel series around Equity in GE courses (going to focus on Social Science classes and STEM classes) 4) In the Spring, we are building out a series of PD offerings informed by the LGBTQ+ DI Team report - Centering the stories of queer and trans students at ARC

		from an intersectional perspective	

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
How can we integrate Administration into the faculty work of Annual Unit Planning and Program Review in a meaningful way?	Jeff Sacha	- Informed by feedback from individual faculty, coordinators, and department: 1) Where does this go?, 2) Who's going to read this?, 3) What happens now? - Desire to clarify the role of admin in writing the AUP/PR reports, as well as responding to them. Desire for: 1) Support, 2) Collaboration, "Move from a monologue to a dialogue"	

DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
Are there any updates for the Institution Set Standards for ARC?	Yuj Shimizu	- Navigating the Insider website for information: 1) go to ARC Home, 2) Why ARC? 3) Facts & Statistics, 4) Institution Set Standards. - There are link on this page to: 1) Our report, 2) a Summary of Actions, 3) The institutional implications of falling below the standard. - What is new?: The document attached to these notes is the newer version. With notes from units that fell below the standard. The form they use can include outside sources that may have affected the outcomes. - The areas have until the end of November to address the actions the will take.
How do we integrate Equity and Strategic Planning into the work of this council? "The Institutional Effectiveness Council (IEC) provides a forum for participatory governance and makes recommendations to ELT for strategic directions, initiatives, and operations consistent with the ARC Strategic Plan. IEC is responsible for coordinating the college's ongoing efforts to continually improve its organizational effectiveness in areas of equity, institutional research, integrated planning, participatory governance, regional accreditation, and professional development."	BJ Snowden	- Create a space to report out actions from DI reports - Where are we now? - Improve Institutional Effectiveness and Communication - Closing the circle on Teams: 1) Which Teams still have recommendations that haven't been addressed., 2) Which Teams need to be looked at on a cyclical basis?

ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person
Potential: Homework for Council members: Researching needs of Past Project Teams	Council Chairs

OTHER INFORMATION: Next meetings: October 16th, 2023 and November 20, 2023