Institutional Effectiveness Council

Meeting Agenda

NAME OF COUNCIL/TEAM: Institutional Effectiveness Council	
OBJECTIVE OF MEETING:	
DATE: 02/26/2024 **TIME:** 3:00pm	**LOCATION/ROOM #:** https://lrccd.zoom.us/j/83747472700 **CALL-IN NUMBER:** **CALL-IN CODE:**
FACILITATOR(S): BJ Snowden/Jeff Sacha	
TIMEKEEPER:	
ASSISTANT:	
ATTENDEES:	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	

UPDATES AND BRIEF REPORTS

Topic	Person(s) Responsible	Time Alloted
Welcome	BJ Snowden/Jeff Sacha	5 min.
Summary of responses to the Institution (Department) Set Standards Reporting form for the '23-'24 Cycle We will discuss the summary and answer questions from the Council. At the IEC's March meeting, we propose that the Council include an action item to form a list of implications for the institution that can be brought to the Executive Leadership Team for discussion and published on ARC's website.	Jen Laflam/Yujiro Shimizu	20 min.
2023-24 Annual Unit Planning Summary Report The 2023-2024 AUP summary report format has been updated to be more digestible. The new report includes a list of action titles addressing DI at the end of the summary to provide a glimpse of how units at ARC are working to better support students from ARC's disproportionately impacted populations. Yuj Shimizu prepared the 2023-2024 AUP summary report and offers his main takeaway: 2023-2024 Annual Unit Plans included 430 separate actions across 63 units. These actions were most frequently associated with addressing disproportionate impact (DI), providing an exemplary teaching, learning and working environment, and utilizing innovative and high-quality instructional methods and technologies. Professional development continued to be the most requested resource. A list of action titles addressing disproportionate impact are included at the end of this summary to provide a glimpse of how units at ARC are working (in both broad and similar ways) to better support students from ARC's disproportionately impacted populations.	Jen Laflam/Yujiro Shimizu	20 min.
Student Service Program DI Reports in Data on Demand A brief presentation of the newly available feature.	Jen Laflam/Yujiro Shimizu	15 min.

Faculty & Classified PD Funding Process	BJ Snowden	5 min.
Funding for Equity Conferences	BJ Snowden	5 min.
ACTION ITEMS:		
Question	**Person(s) Responsible**	**Time Allotted**
DISCUSSION ITEMS:		
Question	**Person(s) Responsible**	**Time Allotted**
ARC Investing in Research for Student Services The college has made good progress using data to improve student outcomes and engage in equity work with instructional faculty. The data is accessible, easy to understand, and provides important feedback for faculty as they explore equity practices. Perhaps IEC can discuss research efforts for Student Services. Institutional Retention and Success data is often sited when the college makes changes to Student Services but there is dearth of relevant information about our specific practices. The Council could develop some recommendations regarding Student Services data including: • Service Use: Who is accessing various SS programs, when, and for what resources? We can disaggregate that data and look for ways to improve awareness and access for underserved populations and use the information for resource allocation decisions. • Students' experience: Surveys and focus groups can offer insight into our onboarding process, our counseling services, our communications, and more. This disaggregated data could be used to target PD or make important decisions about resource allocation. SS departments currently have satisfaction surveys as part of the AUP process but they do not offer much insight into the student's experience.	Jessica Nelson	20 min.
Program Review Updates on the Spring 2024 Program Review process What will be the institutional support for Program Review moving forward?	Veronica Lopez and Jen Laflam	20 min.
ITEMS FOR FUTURE CONSIDERATION:		
Topic		**Contact Person**
How often will/should Program Review questions be reviewed? Should we update the the 2019 Integrated Planning Guide?		Veronica Lopez
OTHER INFORMATION:		