

Institutional Effectiveness Council

Meeting Agenda

NAME OF COUNCIL/TEAM: Institutional Effectiveness Council		
OBJECTIVE OF MEETING:		
DATE: 03/25/2024 TIME: 3:00pm	LOCATION/ROOM #: https://lrccd.zoom.us/j/85799005599 CALL-IN NUMBER: CALL-IN CODE: +1 669 444 9171 US	
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 Allotted
Review of the 2023-24 CTL Annual Report (see attachment): - Recap of CTL's work this academic year - Summary of feedback and challenges - Outlook/plans for 2024-25 - Review of resourcing	Marianne Harris, Victor Zarate, and Jeff Sacha	20 min.
Program Review Update: - Program Review Questions update with Student Service emphasis - 2024/2025 Training Schedule for Fall	Veronica Lopez and Jen Laflam	
ACTION ITEMS:		
Question	Person(s) Responsible	Time Allotted
Institutional Support for Program Review: - Recommend a process for some people at the College to take and work out	Veronica Lopez and Jen Laflam	20 min.
DISCUSSION ITEMS:		
Question	Person(s) Responsible	Time Allotted
Institutional Set Standards Report Discussion: - Read the ISS summary (see attachment) before next meeting and, from that summary, infer what is implied for the institution - Write a list of implications to be brought forward to leadership - Desire to track trends - Document any action taken in response to the implications	Jen Laflam	20 min.
ITEMS FOR FUTURE CONSIDERATION:		
Topic	Contact Person	
OTHER INFORMATION:		