

# Institutional Effectiveness Council

## Meeting Notes

<b>NAME OF COUNCIL/TEAM:</b> Institutional Effectiveness Council			
<b>OBJECTIVE OF MEETING:</b> Monthly meeting for the Institutional Effectiveness Council			
<b>DATE:</b> 04/15/2024 <b>TIME:</b> 3:00pm	<b>LOCATION/ROOM #:</b> <a href="https://lrccd.zoom.us/j/81631069825">https://lrccd.zoom.us/j/81631069825</a> <b>CALL-IN NUMBER:</b> <b>CALL-IN CODE:</b>		
<b>FACILITATOR(S):</b> BJ Snowden/Jeff Sacha			
<b>TIMEKEEPER:</b>			
<b>ASSISTANT:</b>			
<b>MEMBERS PRESENT:</b>			
<b>SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):</b>			
<b>UPDATES AND BRIEF REPORTS:</b>			
Topic	Person(s) Responsible	Notes	
2024 ACCJC Annual Report	Yuj Shimizu	<ul style="list-style-type: none"> <li>ARC met ALL its institution set standards reported in the 2024 ACCJC Annual Report (Collegewide Course Completion Rates, Certificates, Degrees, Transfers, Licensure Pass Rates, and Job Placement Rates)</li> <li>As such, no requests are needed for departments to respond to job placement rates that may have fallen below Institution set-standards (as there were none this year) (there were 8 the previous year)</li> <li>Although ARC exceeded its institution set standards, the year over year counts of Certificates, Degrees, and Transfers all decreased, likely reflecting the downstream outcomes of the pandemic era enrollment declines. This is something to be aware of and to monitor (these should turn around in the next year or two if enrollment continues to improve)</li> </ul>	
<b>ACTION ITEMS:</b>			
Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
How can the Integrated Planning Guide be updated to standardize author feedback in the AUP and Program Review processes, respectively?	Veronica Lopez and Jen Laflam	15	A working group was formed to begin plans to revise the Integrated Planning Guide, including clarifying how administration responds to resource requests.
<b>DISCUSSION ITEMS:</b>			
Question	Person(s) Responsible	Notes and Next Steps	
<b>ITEMS FOR FUTURE CONSIDERATION:</b>			
Topic	Contact Person		