

# Institutional Effectiveness Council

## Meeting Notes

**NAME OF COUNCIL/TEAM:** Institutional Effectiveness Council

**OBJECTIVE OF MEETING:**

**DATE:** 10/13/2025

**TIME:** 2:00pm - 4:00pm

**LOCATION/ROOM #:** [https://lrccd.zoom.us/j/82425462723?](https://lrccd.zoom.us/j/82425462723?pwd=vVsGb5sKQHbyTKf9Yw3F6SJeUDb1al.1)

**CALL-IN NUMBER:** [pwd=vVsGb5sKQHbyTKf9Yw3F6SJeUDb1al.1](https://lrccd.zoom.us/j/82425462723?pwd=vVsGb5sKQHbyTKf9Yw3F6SJeUDb1al.1)

**CALL-IN CODE:**

**FACILITATOR(S):** Dr. David Miramontes-Quinones and Dr. Connie Ayala

**TIMEKEEPER:**

**ASSISTANT:** Melanie Ortega

**MEMBERS PRESENT:**

**SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):**

**UPDATES AND BRIEF REPORTS:**

Topic	Person(s) Responsible	Notes
Welcome/ Land Acknowledgement	Dr. David Miramontes-Quinones and Dr. Connie Ayala	
IEP Workgroup Update	Dr. David Miramontes-Quinones and Dr. Connie Ayala	- IEP workgroup is nearly finalized, pending confirmation of one additional STEM faculty representative. A final update is expected by the end of the week. The project lead and co-lead will continue to provide status updates at upcoming IEC meetings.
Midterm Accreditation Report	Dr. Brenda Valles	- IEC is overseeing progress on the ACCJC Midterm Report and its related processes.
Institution Set Standards	Yuj Shimizu	- This process ensures that the college meets formal ACCJC standards, supported by the Research Office.  - The college achieved a 100% response rate for both spring and fall data collections. A more detailed analysis will be provided at the next meeting. Collegewide results indicated no discrepancies in standards.

**ACTION ITEMS:**

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
IEC Charter Review	Dr. David Miramontes-Quinones and Dr. Connie Ayala	0	- Efforts are underway to finalize the IEC Charter and solidify its membership.  - For now, the structure includes a Co-Chair and Co-Chair model, with consideration being given to establishing consistent Chair and Co-Chair leadership roles across all governance councils.  - The finalized charter will be presented to ELT for review and approval.

**DISCUSSION ITEMS:**

Question	Person(s) Responsible	Notes and Next Steps
SEP Draft	Dr. David Miramontes-Quinones and Angela Milano	- The Academic Senate has endorsed the SEP with minor recommendations.  - The plan will be submitted to the Los Rios Board by the November 12 deadline, ahead of the State submission deadline on November 30.  - Members are encouraged to review the SEP by the end of this week and share any additional recommendations with the VPI or VPSSE.
		- Funding supports up to three physical locations.

Hombases Co-Location	Dr. David Miramontes-Quinones and Angela Milano	<ul style="list-style-type: none"><li>- Additional input is being collected through four new listening sessions with students, staff, and other stakeholders.</li><li>- The current recommendation is to move forward with two locations (MCT and LRC buildings).</li><li>- A final decision is anticipated by the end of the semester.</li></ul>
ITEMS FOR FUTURE CONSIDERATION:		
Topic	Contact Person	
DI Reports Integrative Planning Guide	Dr. Brenda Valles	