Institutional Effectiveness Council

Meeting Notes

NAME OF COUNCIL/TEAM: Institutional Effectiveness Council

OBJECTIVE OF MEETING:

LOCATION/ROOM #: https://lrccd.zoom.us/j/82425462723? **DATE:** 11/17/2025

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CALL-IN NUMBER: **CALL-IN CODE:**

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

TIMEKEEPER:

TIME: 2:30pm - 4 pm

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 Acknowledgment	Dr. David Miramontes- Quinones and Dr. Connie Ayala		
Student Services Satisfaction Survey Overview	Dr. Brenda Valles and Diana Lopez	- Increase accessibility to Counseling and Financial Aid services. - Improve consistency across all student support areas. - The IPP website currently displays relevant statistics. - Updates need to be added to the data, ensuring the information stays concise and not overwhelming.	
IEP Workgroup Update	Dr. Steven Roberson and Dr. Rick Ramirez	 The second workgroup meeting is approaching. Key discussion topics include the digital climate, particularly the increased volume and complexity of online classes. Community relations is another focus area, especially regarding outreach efforts. The group identified opportunities to use town halls for improved logistics and data collection. Collaboration with the Research Office has helped the team review and interpret relevant data. 	
Institutional Effectiveness Charter Update	Dr. David Miramontes- Quinones and Dr. Connie Ayala	 The manager will serve as Chair, and a faculty member will serve as Co-Chair; this structure has been approved by ELT. The Academic Senate requested adding an at-large faculty representative from Instruction. Dr. Connie Ayala will identify and confirm the faculty representative. Once finalized, the introduction paragraph in the Charter will be updated to reflect the full membership (21 members), and the website will be updated accordingly. 	
Distance Education Plan/Charter	Dr. David Miramontes- Quinones	- The current plan is set to expire next month. - ELT will be assigning the Distance Education (DE) project team/workgroup - A draft is included in the attachments. - The goal is to have a semi-final draft ready by the December 11 for Academic Senate meeting. - As a council, we should review the draft and identify any items we would like to add or revise.	

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps	
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DISCUSSION I	TEMS:			
Question	Person(s) Responsible	Notes and Next Steps		
ITEMS FOR FU	TURE CONSIDERATION	N:		
Topic		Contact Person		
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2025 - American River College Shared Governance