

Institutional Effectiveness Council

Meeting Notes

NAME OF COUNCIL/TEAM: Institutional Effectiveness Council

OBJECTIVE OF MEETING:

DATE: 11/17/2025

TIME: 2:30pm - 4 pm

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 Acknowledgment	Dr. David Miramontes-Quinones and Dr. Connie Ayala	
Student Services Satisfaction Survey Overview	Dr. Brenda Valles and Diana Lopez	<ul style="list-style-type: none">- 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	<ul style="list-style-type: none">- 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	<ul style="list-style-type: none">- 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	<ul style="list-style-type: none">- 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.

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
		0	
DISCUSSION ITEMS:			
Question	Person(s) Responsible	Notes and Next Steps	
ITEMS FOR FUTURE CONSIDERATION:			
Topic		Contact Person	