

Institutional Effectiveness Council

Meeting Notes

NAME OF COUNCIL/TEAM: Institutional Effectiveness Council			
OBJECTIVE OF MEETING:			
DATE: 12/01/2025 TIME: 1:00pm - 3:00pm		LOCATION/ROOM #: https://lrccd.zoom.us/j/82425462723?pwd=vVsGb5sKQHbyTKf9Yw3F6SJeUDb1aI.1 CALL-IN NUMBER: 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. Steven Roberson and Dr. Rick Ramirez	<ul style="list-style-type: none">- Finalized logistics for the upcoming town hall sessions, including confirmed dates.- Planning two 60-minute town halls during Spring Flex Week, along with a survey for those unable to attend; a virtual option will also be provided.- Intend to incorporate breakout groups during the town halls to maximize participation and engagement.- The final plans will be reviewed during the next two workgroup meetings.	
Annual Unit Plan/Program Review Updates	Dr. Brenda Valles	<ul style="list-style-type: none">- AUPs are currently under review by the deans before being forwarded to ELT.- The Integrated Planning Portal is in the process of being updated to improve usability.- A total of 87 AUPs have been submitted to date.	
Distance Education Plan/Charter	Dr. David Miramontes-Quinones and Dr. Connie Ayala	<ul style="list-style-type: none">- Requesting feedback on the Charter, with particular attention to the Project Team section.- Planning to review the Charter over the next week and a half.- Members are encouraged to add comments directly to the Charter document.	
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		

