

SANTA ANA COLLEGE

INSTITUTIONAL EFFECTIVENESS AND ASSESSMENT COMMITTEE

Minutes of November 15, 2006

Members Present: Paula Garcia, Ray Hicks, Bonnie Jaros, Jeff McMillan, Maria Sugrañes, Sharon Whelan

Guests: Julie Slark

1. Approval of Minutes from October 18, 2006 Meeting—The minutes were approved as written.
2. Discussion of District planning Documents—The committee went over the district documents and began a discussion of how SAC meets the BOT 2005-2007 goals. Good documentation may be found in the Annual Report. Bonnie will review the Annual Report of the last five years. Within the discussion, however, was the repeated element of how we measure success, e.g., “Are we innovative?” which is one of the BOT goals. For our accreditation self-study we will need to demonstrate that SAC has measures of assessment and that we use the data for continual improvement. That is the main task of this group: to make recommendations to President’s Council regarding types of assessment measures. We need to know the college-wide goals in order to know what we will assess, however.
3. Assessing at the Institutional Level—This discussion was borne out of a discussion about the district planning documents. It was recommended that we use *12 Measures of Success*, the *General Education Outcomes*, the *SAC Mission Statement* and the *RSCCD Board of Trustees’ 2005-2007 Goals* as a starting point for what we wish to evaluate. Bonnie will bring some prototypes of Institutional Effectiveness Assessment for a discussion of assessment methods.
4. Other—There was a discussion about the all-college planning meeting that will take place spring 2007. The committee suggested that there should be a coordinated attempt to put our plans together and that the core of the institutional plans should reflect the values of the staff of the college and community. Bonnie will be making a report to the President’s Council regarding accreditation. If President Martinez wishes, she will share the thoughts of the committee about the college-wide planning session.