



**SANTA ANA COLLEGE**  
**Institutional Effectiveness and Assessment Committee**  
**Minutes of September 30, 2009**

**To:** Distribution

**From:** Bonnie Jaros, Chair, Institutional Effectiveness and Assessment Committee

**The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, workforce and economic development needs of our diverse community. Santa Ana College prepares students for transfer, employment, careers and lifelong intellectual pursuit in a dynamic learning environment.**

**Members Present:** Paul Foster, Norm Fujimoto, Ray Hicks, Bonnie Jaros, Nga Pham, Ed Ripley, Maria Sugrañes, Sharon Whelan, John Zarske

- I. Approval of Minutes of September 2, 2009—The minutes of September 2, 2009 were approved as written.
- II. Accreditation Update—The Board of Trustees received the Santa Ana College *Follow-Up Report* as well as the Santiago Canyon College *Follow-Up Report* on September 28, 2009 for a first reading. Feedback will be sent to Bonnie and John Weispenning by the end of this week. The reports of both colleges will be approved on October 12, 2009 and sent to ACCJC for the October 15, 2009 deadline.
- III. Budget Update—A. Paul reported that the Adopted Budget will be received by the Board of Trustees for approval on October 12, 2009 after a three-day public access viewing. It is not certain if there will be more cuts mid-year, and the Federal Stimulus Funds are also undetermined.  
B. The SAC Budget Committee will meet October 6, 2009 to discuss planning and goals and budget. A graphic designating the calendar and plan will be created and brought to IE&A. It will then be incorporated in the *Educational Master Plan*. Department portfolios will be created as well.
- IV. *Strategic Plan* Workgroups—The *Strategic Plan Workgroup Liaisons* for 2009-2010 were affirmed. (Please see Appendix A.) Workgroup liaisons need to convene their respective committees and report back to IE&A by December.

- V. *House on Mango Street* Update—After the *House on Mango Street* workgroup met, Maria, Yolanda Garcia and Bonnie made a presentation to College Council regarding the concept of a “book of the year” for the college. The “book of the year” will have interdisciplinary, intercultural emphasis and will directly support the college’s literacy across the curriculum initiatives. This year the Theater department is presenting the stage version of *House on Mango Street* October 15-17, 22-24 at 8:00pm and October 18 and 25 at 2:30pm. In addition, Maria has created an internal website with links and curriculum ideas; an external website is forthcoming. Activities include: a Latino authors forum, a writing/arts competition, and discussion groups.

**Note:** Special thanks to Maria Sugrañes, Yolanda Garcia, Valinda Tivenan, Sue Groetsch, Sylvia Turner and the members of the TLC.

- VI. Facilities Update—The IE&A Committee made a formal request of the Facilities Committee to create a college “Facilities Plan” outside of the LPA Master Plan, which is a future building plan. The college plan will incorporate facilities elements from the DPPs as well as administrative requests and will be in alignment with the Strategic Plan. To that end, Maria and Bonnie will create a grid that aligns the elements of the *Strategic Plan* that have facilities ramifications. After the plan is approved, forms will need to be created to operationalize facilities and facilities modification requests.

**The next meeting will be October 21, 2009 from 2:00-4:00pm in A-105.**

bnj.09-30-09

## APPENDIX A



## SANTA ANA COLLEGE

### VISION THEMES

### Strategic Plan Workgroup Liaisons 2009-2010

- I. Student Achievement—Bonnie Jaros, Paula Garcia  
Sara Lundquist, Sharon Whelan**
- A. Increase academic literacy and learning across disciplines—**

Bonnie Jaros/Sharon Whelan

- B. Eliminate economic barriers to student achievement—  
Sara Lundquist/Paula Garcia
- C. Increase program completion/transfer/employment rates for all  
students—Norm Fujimoto/Bonnie Jaros
- D. Promote excellence in teaching/learning—Bonnie Jaros (TLC)
- E. Increase credit/non-credit articulation—Ed Ripley/Paula Garcia

## **II. Use of Technology—Maria Sugrañes (SACTAC)/John Zarske**

- A. Graduate students with highly competitive skills for continuing  
education and professional life
- B. Provide a technology-rich environment for faculty, staff and students
- C. Provide innovative classroom technologies that will enable faculty to  
enhance and facilitate student learning

## **III. Innovation—Ray Hicks, John Zarske, Paula Garcia, Sara Lundquist, Maria Sugrañes**

- A. Increase development of innovative teaching techniques—  
Ray Hicks/Maria Sugrañes/John Zarske
- B. Embed skills and attitudes across the college—  
Ray Hicks/Maria Sugrañes
- C. Develop systems for increased access/outreach—  
Paula Garcia/Sara Lundquist

## **IV. Community—Norm Fujimoto, Paula Garcia, Sara Lundquist**

- A. Attain a higher “achievement attitude” among our prospective  
student population and supporting networks—  
Paula Garcia/Sara Lundquist
- B. Foster an awareness of the college as part of the community—  
Sara Lundquist
- C. Increase interest in lifelong learning/healthful living across the  
college—Norm Fujimoto
- D. Increase awareness and practice of healthful living across the college  
and community—Norm Fujimoto

## **V. Workforce Development—Ed Ripley (Bart Hoffman)**

- A. Expand and identify partners and collaborate with industry and  
communities to identify workforce needs
- B. Integrate basic skills and workplace competencies
- C. Support regional development by becoming the primary local source  
of skilled employees for high demand occupations

## **VI. New American Community—Norm Fujimoto, Bonnie Jaros**

- A. Increase awareness and foster proactive civic responsibility—  
Norm Fujimoto

- B. Educate the faculty, staff, students and community of the *New American Culture*; develop an integrated community of learners throughout the institution—Bonnie Jaros**
- C. Create an environment that encourages cross-disciplinary dialogues and discussions—Bonnie Jaros**
- D. Create an environment among faculty, staff and students that encourages cross disciplinary collaboration, activities and dialogues—Bonnie Jaros (TLC)**

bnj/09-30-09