



Santa Ana College

1530 West 17th Street, Santa Ana, California 92706 (714) 564-6000

Accreditation Oversight Committee September 16, 2016; 1:00-3:00pm President's Conference Room Minutes

To: Distribution

From: Bonnie Jaros, Co-Chair, Accreditation Oversight Committee

Mission: The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Vision Themes of Santa Ana College: I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

Institutional Learning Outcomes: Communication Skills; Thinking and Reasoning; Information Management; Diversity; Civic Responsibility; Life Skills; Careers

Members Present: Shelly Jaffray, Bonita Jaros, Elliott Jones, Carlos Lopez, Jimmy Nguyen

I. Approval of Minutes September 7, 2016—The minutes of September 7, 2016 were approved as written.

II. Update on Status of Work on Midterm Report and Beyond

a. **AIPs**—**Jimmy** has met with the marketing team for a response to I.B.5. He will get the response to Bonnie prior to the next meeting.

Carlos will be contacting Jarek, Sara, and Mike for responses.

Bonnie has had a phone consultation with Jim K (III.C.1.a, III.C.1.d) and will be meeting with Mike Collins (III.B, III.C) next week. She has also requested the job description the new Research Analyst position from Janice Love (I.B.1).

b. **Reportage to Constituency Groups**—Carlos will be presenting an accreditation update at the next Deans meeting.

c. **Accreditation Retreat**—The AOC is recommending to the President that the SAC Accreditation Retreat be held on Friday, February 24, 2017 at 10:00am. That

is also the day planned for the New Faculty Institute. Bonnie will be doing a presentation on accreditation to the new faculty; Carlos and Shelly will also be presenting. The new faculty can then join the Accreditation meeting for amplified knowledge of the Midterm Report update and the New Standards. The AOC is also recommending to the President that the Strategic Plan/Mission Statement Review Retreat be held Friday, March 17, 2017. The Integrated Planning Design Manual (IPDM) will be completed by then, and the Education Master Plan will be underway.

d. Requests of Dr. Rose (Please see II.c and III.b)

III. Institutional Effectiveness

- a. Integrated Planning Design Manual/EMP**—Meetings with Julie Slark have been underway. Both Carlos and Bonnie have had individual meetings with her to apprise her of what the projected outcomes for this work are (i.e., IPDM and EMP), and what planning/budget documents already exist. At the present time, Julie is reviewing the existing planning documents; she will be doing a gap analysis and making recommendations. Bonnie will be meeting with her again on September 26, 2016. Carlos will then convene a workgroup to work on the IPDM.
- b. Discussion: Recommendation to College Council for Structural Changes**—Dr. Rose has requested that the AOC review the present governance structure and that the committee make a recommendation to College Council regarding a structural change that would better integrate all-college program review (including college-wide ILOs). This would integrate planning and budget allocation, and therefore, increase institutional effectiveness.

Discussion:

The TLC is currently the program review workgroup for academic affairs; however, although program review is conducted by all entities (i.e., academic affairs, student services, administrative services—please see www.sac.edu/program_review), there is no discernible entity that coordinates this program review for all facets of the college. The former IE&A committee served in this capacity but has been eliminated from the participatory governance structure. It is necessary to coordinate all segments so that the RAR process will be completely integrated. In addition, ILOs must be analyzed by all entities of the college as well, not just in academic affairs.

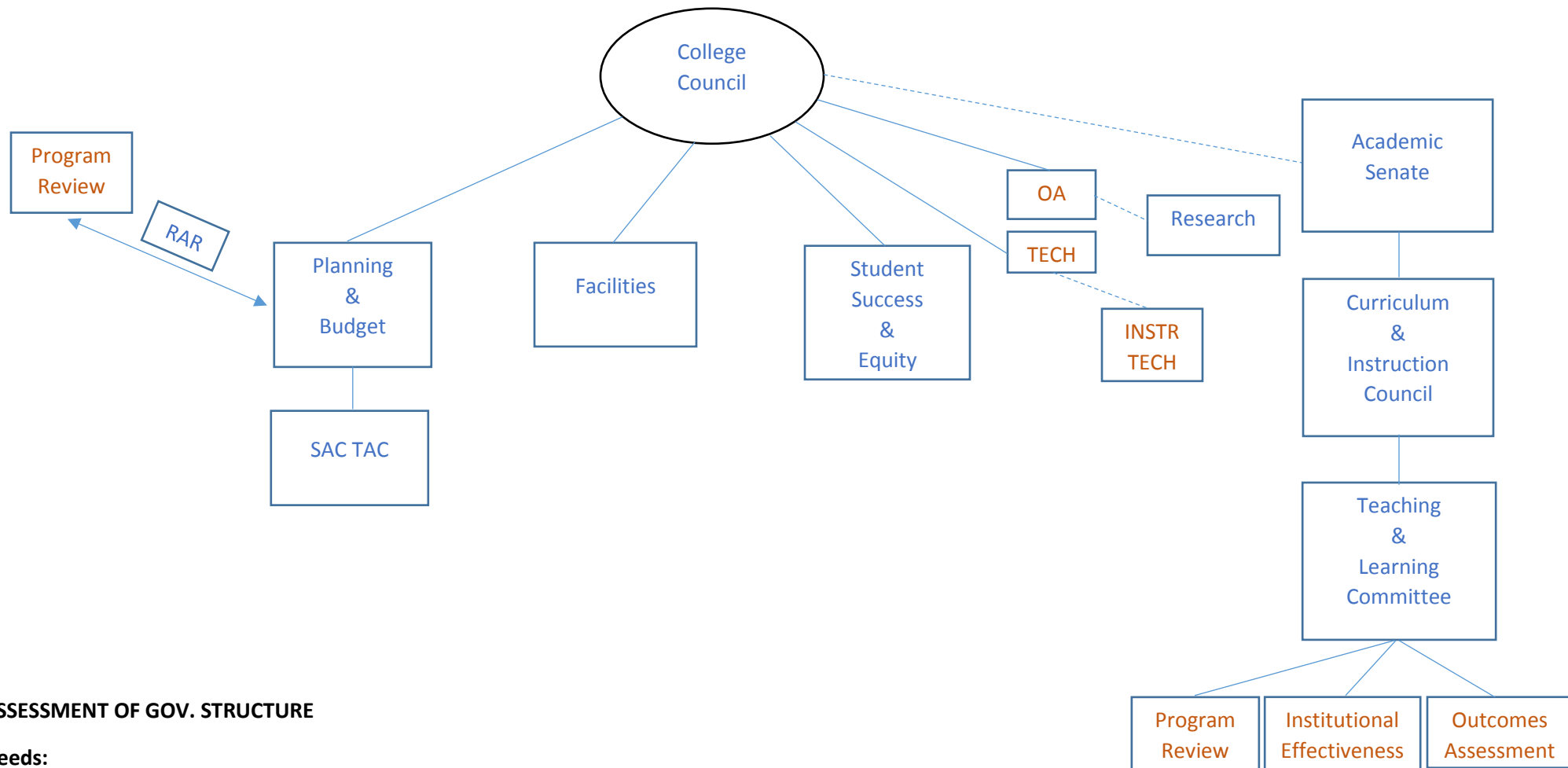
Needs identified:

1. Technology Function
2. Campus-wide program review integration (beyond instruction)
3. Outcomes and assessment integration (beyond instruction)
4. Research integration
5. Professional development across constituency groups

Possible Structural Change (one or more):

1. IE and Accreditation Committee
2. Outcomes and Assessment Committee
3. Program Review Committee
4. Combination of Outcomes and Assessment/Program Review

Further discussion will be held at the September 30, 2016 meeting. Jimmy has provided a graphic to demonstrate the possible structural change.



ASSESSMENT OF GOV. STRUCTURE

Needs:

1. Technology
2. Campus-Wide Program Review (Beyond Instruction)
3. Campus-Wide Outcomes & Assessment (Beyond Instruction)
4. Research
5. Professional Development Across Constituent Groups

The next meeting of the AOC will be September 30, 2016 from 1:00-3:00 pm in the President’s Conference Room



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**Accreditation Oversight Committee
September 30, 2016; 1:00-3:00pm
President's Conference Room
Agenda**

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- I. Approval of Minutes September 16, 2016**
- II. Update on Status of Work on Midterm Report and Beyond**
 - a. AIPs**
 - b. Reportage to Constituency Groups**
 - c. Accreditation Retreat/Strategic Plan Retreat**
- III. Institutional Effectiveness**
 - a. Integrated Planning Design Manual/EMP—Meetings with Julie Slark**
 - b. Discussion: Recommendation to College Council for Structural Changes**
- IV. Other**

Members:

Shelly Jaffray, Dean, Humanities and Social Sciences
Bonita Jaros, Accreditation Liaison Officer
Elliott Jones, President, Academic Senate
Carlos Lopez, Vice President, Academic Affairs
Luis Mejia, President, Associated Student Government
Jimmy Nguyen, CSEA 579 Representative

c: Dr. Linda Rose, President, Santa Ana College

bnj/09-19-16