



SANTA ANA COLLEGE
Teaching Learning Committee
Minutes
September 30, 2013

To: Distribution

From: Bonnie Jaros, Chair, Teaching Learning 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

Members Present: Gina Giroux, Glen Harding, Mary Huebsch, Shelly Jaffray, Bonnie Jaros, Mike Kelcher, Melanie Mowrer, Vincent Nunez, Kris Ross

I. Approval of Minutes of September 3, 2013—The minutes of September 3, 2013 were approved as written.

II. TLC Work for Today

A. Update Survey for Self-Efficacy

1. Melanie and Gina reported that they have administered the Chaffey College version (eight questions) of the *MSLQ Self-Efficacy for Learning and Performance Assessment Items*, which our colleagues at Chaffey College affirm is the single-most important indicator of student success that they have found. Members of the TLC are requesting that each member of the TLC administer the survey in one section of one course. We will discuss the results at the meeting of October 14th, and a correlation will be run at the end of the semester to determine the efficacy of this survey. **(Please see Appendix A.) Please remember:** you must inform your students of the purpose of the survey and that although it is not anonymous, the use is strictly for a pilot study of the TLC. No public reference to names will ever be used.

2. Mary reminded us that a study was done by Rick Castillo related to Basic Skills students and a motivational scale developed by colleagues in a FIG project last year. The results yield the fact that although Basic Skills students were highly motivated, they were not as successful as those who had completed basic skills courses.

B. How to Create a DLA: Workshop—Melanie Mowrer demonstrated the elements necessary for creating a Directed Learning Activity. She has placed 14 related to EMLS/ESL in the Learning Center and is happy to assist us in developing DLAs, as they are discipline specific supplemental learning activities.

C. Timelines for Academic Program Review—

1. Bonnie reminded the members of the TLC that they serve as a liaison between the TLC and their respective division curriculum committees.
 - The TLC will review capstone PA/PR reports after the division curriculum committees have reviewed them. All annual program review reports, including goals updates and SLO analyses (course and program level) are due to the deans on October 30th.
 - The chairs will also be trained to upload program review document onto SharePoint. Vincent Nunez has been diligently working on training documents. Please see:
1st tutorial: <http://goo.gl/w3jUkQ>
2nd tutorial: <http://goo.gl/pyQMRv>
3rd tutorial: <http://goo.gl/14M1gq>
 - If a department is scheduled for PA/PR quadrennial capstone review, the division curriculum committee must also receive the report. Discussion must be held to look for interdisciplinary themes that might affect the strategic plan. (Minutes must be taken.)
 - The TLC will receive and review these capstone reports in December and early spring. The TLC representative of the respective division is expected to present the report and discuss what occurred at the division curriculum meeting.
 - A TLC End-of-Year Report is created outlining the larger interdisciplinary implications, since we are an interdisciplinary group with faculty representation from each division. All the participatory governance committees receive this report. The IE&A committee will review the Report and make recommendations to the Academic Senate, the participatory governance committees related to their respective areas and College Council related to the Strategic Plan.

Note: Rob Jenkins has drafted a program review cycle chart to accompany existing documents. It is a DRAFT. **(Please see Appendix B.)**

2. **The TLC is reiterating its strong recommendation that the college needs a researcher at the college** to assist faculty with research design and analysis. The Institutional Research department has a great deal of useful data related to Student Achievement, which is available on the website. However, a researcher dedicated to the campus would help establish a culture of research in every department. This person could also conduct some professional development activities.

D. Accreditation Update—Bonnie has attended two meetings sponsored by ACCJC this month: Team Evaluator Training (she will be on an External Evaluation Team in October) and Accreditation Liaison Officer training. It was emphasized the following:

1. Student achievement is distinguished from student success at the course and program level. External Evaluation Teams will be affirming if the college has

benchmarks and reasonable standards for improvement in student achievement (now called SAOs—Student Achievement Outcomes). SAOs consist of: persistence rates, transfer, degrees, certificates, course completion.

2. The USDE is concerned about gainful employment rates; the college needs to monitor this.
3. Distance Education (DE) is distinguished from Correspondence Education (CE). DE requires regular and substantive interaction between student and instructor. CE has limited interaction and is initiated by the student. Cherylee is working very diligently on this and many other issues related to DE. This will be discussed at the October 14th meeting.
4. There will be heavy scrutiny related to whether or not the college has an integrated planning/budget model. We must demonstrate that we have integration of all planning and the use of fiscal resources to support student success and achievement. **(Please See Appendix C.)**

III. Professional Development Update—President Martinez held a workgroup meeting of faculty, administrators and classified staff to discuss professional development campus-wide. Mary Huebsch, Ray Hicks, Rob Jenkins and John Zarske are representing faculty. There was a survey distributed which the group will review. One more meeting is scheduled. **The TLC is highly supportive of a designated Professional Development coordinator**, as professional development is a major element in promoting student success. As student success and achievement indicators are analyzed, the faculty is expected to develop interventions to improve both success and achievement rates. It has been noted that faculty development contributes greatly to this goal.

IV. Book of the Year: *Tortilla Curtain*—No Report

V. Other

1. The Learning Center

- Shelly reported that the new Learning Center (Dunlap Hall- 307) has been overflowing with students, and two new facilitators will be hired. The ultimate goal of the Learning Center is to accommodate students from all disciplines.
 - Faculty Development Workshops will be held at the Center: How to Write A DLA; How to Grade DLAs (Gary Bennett); How to Retain Students in Distance Education Sections (Javier Galvan).
 - Workshops for students have also been offered: How to Organize Your Notebook (Melanie Mowrer); Prewriting Strategies (Melanie Mowrer)
 - It was noted that the Learning Center has SLOs which will be analyzed and reported.
 - It was recommended that a workshop be offered in how to assess the effectiveness of DLAs with regard to student success.
 - The English Department is requesting a full-time position for Learning Center coordination. This will go to the Faculty Priorities Committee.
 - The Counseling Division will hold a meeting at the Center to see the services that are offered to students there.. Any department that would like to hold their department meeting at the Center is welcome. The best time is Thursdays from 2:30-4:30. Please call prior!
2. Melanie Mowrer, Mary Huebsch, Dalva Dwyer and Kathy Walczak will attend the Student Success Conference in San Francisco.

3. Shelly Jaffray, Linda Rose, Sara Lundquist and Micki Bryant attended the Student Success Act Conference in Sacramento.

VI. Future Agenda

- A. How to Review Student Achievement Data**
- B. PA/PR Capstone Reviews**
- C. Program Level SLOs**
- D. Professional Development for 2013-2014**

APPENDIX A

**Self- Efficacy for Learning and Performance Assessment Items
(MSLQ; Pintrich et al., 1991)**

Please check the appropriate answer for each question.

	1	2	3	4	5
1. I believe I will receive an excellent grade in this class.					
2. I'm certain I can understand the most difficult material presented in the readings for this course					
3. I'm confident I can learn the basic concepts taught in this course					
4. I'm confident I can understand the most complex material presented by the instructor in this course					
5. I'm confident I can do an excellent job on the assignments and tests in this course					
6. I expect to do well in this class					
7. I'm certain I can master the skills being taught in this class					
8. Considering the difficulty of this course, the teacher, and my skills, I think I will do well in this class					

The scale is as follows:

1= Strongly disagree 2= Disagree 3= Neutral 4= Agree 5= Strongly Agree

APPENDIX B
Draft Chart; PR Planning Calendar; Capstone Review Chart by Division



SAC Goal and
Strategic Planning.pdf



Cyclical Academic
Program Review Plan



PA-PR Capstone
Review Cycle by Dep:

APPENDIX C
ACCJC: Student Achievement and Student Learning Outcomes
What Accreditation Teams Would Ideally Find



Student-Achievement-
Outcomes-What-Te



SANTA ANA COLLEGE
Teaching Learning Committee
Agenda
October 14, 2013; 2:00-4:00; A-112

To: Distribution

From: Bonnie Jaros, Chair, Teaching Learning Committee

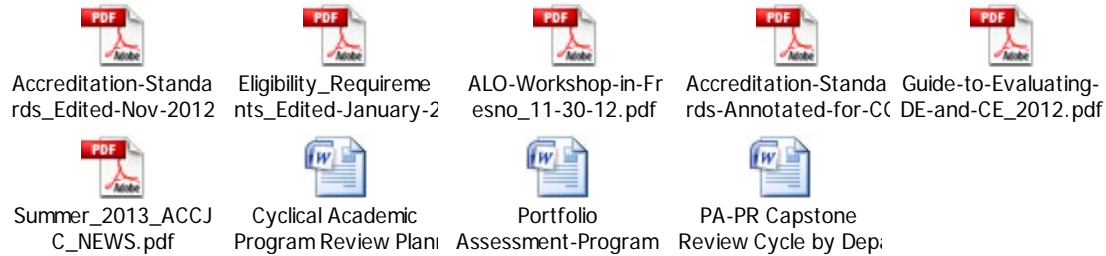
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- I. Approval of Minutes of September 30, 2013**
- II. TLC Work for Today**
 - A. Data Review**
 - B. Graphic for Program Review—Rob Jenkins**
 - C. Uploading Documents Program Review Page SharePoint**
 - D. Accreditation Update**
- III. Professional Development Update**
- IV. Issues related to Distance Education—Cherylee Kushida**
- V. Book of the Year: *Tortilla Curtain***
- VI. Other: Calendar for Spring 2014**
- VII. Future Agenda**
 - A. PA/PR Capstone Reviews**
 - B. Program Level SLOs**
 - C. Professional Development for 2013-2014**

ATTACHMENT 1 Accreditation Documents for Later Review



Members:

Allen Dooley
Susan Gaer
Yolanda Garcia
Gina Giroux
Glen Harding
Ray Hicks
Mary Huebsch
Shelly Jaffray
Bonnie Jaros
Mike Kelcher
Cherylee Kushida
Melanie Mowrer
Vincent Nunez
Carrie Patton
Kris Ross
Irene Soriano
Brian Sos

cc:

Avie Bridges
Beverly Birnbaum
Micki Bryant
Paula Canzona
Cher Carrera
Karen Dennis
Dennis Gilmour
Bart Hoffman
Jim Kennedy
Eve Kikawa
Sara Lundquist
Nga Pham
Monica Porter
Linda Rose
Julia Vercelli
John Zarske

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