



SANTA ANA COLLEGE
Teaching Learning Committee
Minutes
November 14, 2016

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

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

Members Present: Becky Ettinger, Suzanne Freeman, Mary Huebsch, Jarek Janio, Bonnie Jaros, Jorge Lopez, Melanie Mowrer, Carrie Patton, Irene Soriano

Guests: Denise Diyanni

- I. Public Comments**—Carrie reported that an Athletic Learning Center has been established at SAC with Equity funds since athletes were highlighted as a disproportionately impacted group. Tutoring and *Study Skills for Success* are offered to athletes in the Center (B-33) from 2:00-5:00pm M-H and 12:00-2:00pm Friday. Currently 180 athletes are enrolled. We thank Jodi Coffman, Jeff Jones and Kathy Utley for their work on this initiative, and we look forward to seeing the results of their efforts..
- II. Approval of Minutes of October 17, 2016**—The minutes of October 17, 2016 were approved as written.

III. Program Review Update

- a. Quadrennial Reports (calendar)**—Please review the reports listed below in preparation for the spring 2017 presentations. Since the due date was extended to November 15th, the rest of the reports will be received this week and links will be sent to TLC members.

Also, please ask colleagues in your respective divisions when they would like to present. We will be developing the presentation calendar at the November 28th meeting. We will do our best to accommodate everyone's requests. The presentation is approximately 20 minutes and is not a "speech." It is meant to be a discussion and opportunity for interdisciplinary colleagues to share ideas and learn about programs across the College.

Art:

http://www.sac.edu/Program_Review/FPA/Art/Annual%20Planning%20Portfolio%20and%20Quadrennial%2019QT%20Cap/Quadrennial%20Capstone%20Report%20ART.pdf

ASL:

http://www.sac.edu/Program_Review/HSS/ASL/Annual%20Planning%20Portfolio%20and%20Quadrennial%2019QT%20Cap/2016%20ASL%20Quadrennial%20Report.TLC%20Final.pdf

Counseling:

http://www.sac.edu/Program_Review/counseling/Annual%20Planning%20Portfolio%20and%20Quadrennial%2019QT%20Cap/Counseling%20Dept.%20PA-PR%202016-17.pdf

Manufacturing Technology:

http://www.sac.edu/Program_Review/HST/Manufacturing/Annual%20Planning%20Portfolio%20and%20Quadrennial%2019QT%20Cap/Manufacturing%20Tech_Quadrennial%20Capstone%20Report_Singh%200.pdf

Learning Center:



Learning Center
Annual Program Rev

Music:

http://www.sac.edu/Program_Review/FPA/Music/Annual%20Planning%20Portfolio%20and%20Quadrennial%2019QT%20Cap/Quadrennial%20Capstone%20Report_Music%20Dept.2016.pdf

Political Science:

http://www.sac.edu/Program_Review/HSS/PoliSci/Annual%20Planning%20Portfolio%20and%20Quadrennial%2019QT%20Cap/Political%20Science%202016%20PAPR.zip

SCE ASE:

http://www.sac.edu/Program_Review/SCE/ASE/Annual%20Planning%20Portfolio%20and%20Quadrennial%2019QT%20Cap/ASE-QuadCapstone-F-16.pdf

b. Possible Quadrennial Report Revision—The TLC is recommending the following change to the Quadrennial Program Review Report for Academic Senate consideration.

- 1. Combine the Annual and Quadrennial Reports into one template, thus making the quadrennial report an extension of the Annual Report in the fourth year. As one template, it would be easier for faculty to locate.**
- 2. Format: There would be two sections--Part I would be completed every year. Part II would be completed only in the quadrennial year and would serve to “close the loop.” It would have a narrative format.**
- 3. Part I Annual Report (as is)**

Part II Add the Following to the Annual Report for the Capstone Quadrennial Program Review Report Narrative: Closing the Loop

Please answer the following in a narrative format. Please cite the data over a four-year period to support the narrative.

1. Using data from outcomes assessment (SLO/PLO/ILO) over the last four years, please describe how strategies for improvement have impacted student success and achievement rates i.e., degree attainment rates, certificate rates (if applicable), persistence rates, success rates.
What did you notice in the data collected in the last four annual reports?
What did you do to make improvements in success and achievement rates?
Did strategies for improvement work? Please explain.
What are the department’s next steps?
2. Has disproportionate impact changed over the past four years in the areas noted in the Annual Reports of the department?
3. How have the goals of the department been achieved? Will there be new goals? Revised goals? Continuing goals?

IV. Faculty Learning Community—Jarek discussed the Faculty learning Community at CEC, which brings together faculty in a forum to discuss issues of learning. As this is a nation-wide project, Jarek has sent us the NILOA perspective: <http://www.learningoutcomesassessment.org/Presentations/NCICU2014.pdf>

V. Accreditation Oversight Committee Update (Please see http://www.sac.edu/AcademicAffairs/IEA_Office/Pages/Accreditation-Oversight-Committee.aspx)

- a. College: Mission Statement Review—**There will be a Mission Statement review spring 2017 in preparation for the Education Master Plan update. To that end, President Rose is seeking input from each participatory governance group and each Academic Senate committee and workgroup. Bonnie is preparing a chart for the broader discussion. **(Please see Attachment 1)**

VI. Educational Master Plan Update—No Report

VII. Research and Equity Update (George)—No Report

VIII. Professional Development Update—Mary reported that there is discussion regarding a College Hour. She also has sent an update to the 2016 Strengthening Student Success Conference. (Please see Attachment 2)

IX. Book-of-the-Year: *Between the World and Me* by Ta-Nehisi Coates—Melanie thanked everyone for their attendance in the Forum, *Reflections on Being Black in America*, for the book-of-the-Year. It was a great success, and faculty and staff are still discussing the benefit of having had this forum. We thank our panelists, **Alondo “AC” Campbell, Janice Love, Veronica Oforlea, Kalonji “KJ” Saterfield**, for their willingness to share their experience and wisdom with the greater College community; **President Linda Rose**, for her introduction; and **John Tashima**, for serving as panel chair.

And...thanks to Yolanda, Melanie and Kathy for organizing this event.

Note: Please see Yolanda’s email related to the event.



Reflections on
Being Black in Amer

The next meeting of the TLC is November 28, 2016 from 1:00-3:00pm in A-112.

Fall 2016—9/19; 10/3; 10/17; 10/ 31(cancelled); 11/14; 11/28; 12/12 (if needed)
Spring 2017—2/20; 3/7; 3/20; 4/3; 4/24; 5/8; 5/22

Attachment 1
Preliminary Mission Statement Review
Participatory Governance Committee/Academic Senate Feedback

Current SAC Mission Statement:

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.

Standard I: Mission, Academic Quality and Institutional Effectiveness, and Integrity

The institution demonstrates strong commitment to a mission that emphasizes student learning and student achievement. Using analysis of quantitative and qualitative data, the institution continuously and systematically evaluates, plans, implements, and improves the quality of its educational programs and services. The institution demonstrates integrity in all policies, actions, and communication. The administration, faculty, staff, and governing board members act honestly, ethically, and fairly in the performance of their duties.

Standard I.A. Mission

1. The mission describes the institution's broad educational purposes, its intended student population, the types of degrees and other credentials it offers, and its commitment to student learning and student achievement. (ER 6)
2. The institution uses data to determine how effectively it is accomplishing its mission, and whether the mission directs institutional priorities in meeting the educational needs of students.
3. The institution's programs and services are aligned with its mission. The mission guides institutional decision-making, planning, and resource allocation and informs institutional goals for student learning and achievement.
4. The institution articulates its mission in a widely published statement approved by the governing board. The mission statement is periodically reviewed and updated as necessary. (ER 6)*

* Eligibility Requirements for Accreditation

ER6: Mission—The institution's educational mission is clearly defined, adopted, and published by its governing board consistent with its legal authorization, and is appropriate to a degree granting institution of higher education and the constituency it seeks to serve. The Eligibility Requirements for Accreditation mission statement defines institutional commitment to student learning and achievement. (Standard I.A.1 and I.A.4)

Recommendations

Committees	Elements				
	Broad Educational Purposes	Intended Student Population	Types of Degrees and Other Credentials	Commitment to Student learning and Achievement	Other
Academic Senate					
Curriculum and Instruction					Possible statement revision (provided by Andy Gonis): The mission of Santa Ana College is to meet the intellectual, cultural, technological and workforce development needs of its diverse community. Santa Ana College uses education research to provide access and equity in a dynamic learning environment, which prepares students for transfer, careers, and lifelong intellectual pursuits in a global community.
Facilities					
Planning and Budget	stated	Transfer; CTE (career development)	Higher education degrees and certificates		Current Mission Statement is too long; difficult to remember

Student Success and Equity					
SACTAC	--Educate students --Diverse educational learning environment --Open access --Service to our community	--Diverse community --International students	--AA/AS -- BS Occ. Stud. --ADTs --CTA Certificates of Achievement --Certificates of proficiency --non-credit	--Meet challenge of any student that comes to us --Culture of investigation through program review --DE/OER (different modes of instruction)	Question about lifelong intellectual pursuits
TLC	stated	stated	Can mention higher education	Change “intellectual” in the first sentence to “academic.” Mention learning-centered institution.	The mission seems to promise all things to all people. Access and equity is not clear—to what? Simplify the statement so everyone can remember it.

Santa Ana College Vision Themes:

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 (2016-17)**; Diversity; Civic Responsibility; Life Skills; Careers

Attachment 2

2016 Strengthening Student Success Conference

Notes from 11.10.16 meeting Attendees: George Sweeney, Maribel Pineda, Melanie Mowrer, Lynn Marecek, Kathy Walczak, Mary Huebsch, Carlos Lopez, Maria Aguilar Beltran, Molly Colunga

1. **Permanent One Stop Shop:** Under consideration for the Academic Success Center in the A-Building. Combined student services/academic support.
2. **Issues related to financial support**
Food Support: We need an update on how this is being handled.

- **Textbook Affordability/OER:** OER materials continue to improve and the review process is as rigorous as publishers' reviews. Librarian Annie Knight can help faculty find suitable OER materials. SAC's Online Degree Pathway requires zero textbook cost for students. We may want the Academic Senate to revisit this and consider no cost/low cost for the pathway. Other solutions: Math Department has arranged to buy books through funds from the Foundation & the bookstore can lend textbooks to students.

- **BOGW Ineligibility:** If a student has not yet received financial aid and is unable to buy a textbook, he/she may not pass classes and lose the BOGW. Students who have not yet received their financial aid can receive a loan/advancement from the bookstore and charge books during the first two weeks of classes. This option is not available after the first two weeks.

Financial Aid: The financial aid process is complicated, and financial aid awards may be delayed due to incomplete applications or other problems.

Suggestions:

- Offer workshops (include parents) after the Early Decision process and/or create a step by step video.
 - Counselors need professional development to learn current information about financial aid.
 - Hire a financial aid counselor.
 - Compose a note for the syllabus to inform students about using their financial aid to purchase textbooks during the first two weeks of class.
3. **Required vs. Optional:** How can we make progress in requiring the things that success requires here at SAC without making it burdensome on students?
 4. **Model Programs:** What other colleges have models that can inform our improvement of SAC? Various Boot Camp models (Summer Scholars, Summer Advantage, Career Advancement Academy. Co-requisite models for contextualized basic skills or ESL instruction for students in CTE programs.

5. **HOPE/Mindset/Non-cognitive measures/Strengths-based:**
 - a. **Mindset:** Miguel Powers of Fullerton College mentioned 4 critical mindset activities that boost student success.
 - b. **StrengthsBased Workshop:** Involved creative, active ways to explore students' strengths. Mary and Marisol will discuss sharing this workshop with others. This is not the same as StrengthsQuest or StrengthsFinder.
 - c. **Predicting Civic Outcomes:** Students are often aware of what they need to do in college, but they oftentimes do not engage in the related behaviors
6. **Proactive Registration:** Only 25% of students completing Math 83 or 84 register for transfer-level math the next semester. Suggestion: Student Equity & Success Committee & BSI Strand A convene a team to work on creating a model to proactively register students in math instructors' classrooms.
7. **Unproductive Units:** All students typically stay on a pathway for the 1st 12-24 units. After 30 units students who did not begin as college-prepared continue to need guidance to stay on track and avoid taking too many units that do not help them complete.
8. **The Big Idea:** Collaborate on an idea, practice or project to develop for SAC. Include reading one or more books to inform discussions. Mary will follow up on this with conference attendees.
9. **Equity Happens in the Classroom:** FAIR (Faculty Alliance for Inquiry & Research) classrooms project from Butte College. Empowers faculty to research and change their own practice within a community of support.
10. **What am I Going to Do in Class?** Handout provided suggestions for classroom activities.



SANTA ANA COLLEGE
Teaching Learning Committee
Agenda
November 28, 2016; 1:00-3:00pm; A-112

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

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

- I. Public Comments
- II. Approval of Minutes of November 14, 2016
- III. Program Review Update
 - a. Quadrennial Reports (calendar)
 - b. Four-Year Data Trend Chart Presentation (Jorge)
- IV. Accreditation Oversight Committee Update (Please see http://www.sac.edu/AcademicAffairs/IEA_Office/Pages/Accreditation-Oversight-Committee.aspx)
 - a. College: Mission Statement Review (Please see November 14, 2016 Minutes)
- V. Educational Master Plan Update
- VI. Research and Equity Update (George)
- VII. Professional Development Update (Mary)
- VIII. Book-of-the-Year: *Between the World and Me* by Ta-Nehisi Coates (Yolanda)

IX. Other

Members:

Becky Ettinger
Suzanne Freeman
Susan Gaer
Yolanda Garcia
Sue Garnett
Glen Harding
Mary Huebsch
Shelly Jaffray
Jarek Janio
Bonnie Jaros
Eve Kikawa
Cherylee Kushida
Jorge Lopez
Jane Mathis
Melanie Mowrer
Carrie Patton
Kris Ross
Irene Soriano
Brian Sos
George Sweeney

cc:

Micki Bryant
Dennis Gilmour
Gina Giroux
Madeline Grant
Bart Hoffman
Elliott Jones
Jim Kennedy
Carlos Lopez
Sara Lundquist
Monica Porter
Nga Pham
Michelle Priest
Julia Vercelli
Charlie Wright

bnj/11-14-16