



# SANTA ANA COLLEGE

## INSTITUTIONAL EFFECTIVENESS AND ASSESSMENT

### Minutes

March 3, 2021

2:00 – 3:00pm

Zoom- <https://cccconfer.zoom.us/j/97210888153>

**RSCCD 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.

**Santa Ana College Mission:** Santa Ana College inspires, transforms, and empowers a diverse community of learners.

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

Virtually Present: Ashly Bootman, Cristina Miranda, Dr. Fernando Ortiz, Dr. Jarek Janio, Dr. Jeffrey Lamb, Dr. Saeid Eidgahy, Dr. Vaniethia Hubbard, John D. Steffens, Justin Tolentino, Kim Smith, Mary Steckler, Monica Bustamante Macmillen, Monica Zarske, Timothy Winchell, Tyler Johnson

- I. Introductions: Dr. Fernando Ortiz began meeting at 3:05p.m.
- II. Information:
  - A. Minutes from February 10, 2021 meeting- Dr. Ortiz mentioned minutes were informational and shared via email. Minutes were also shown on the screen for committee review. No questions on minutes.
- III. Discussion:
  - A. Santa Ana College Planning Taskforce Update: Justin Tolentino shared an update on the SAC Planning Taskforce – Various plan files have been loaded onto Teams. Goal is to review and make connections as to how institutional planning happens. Need to understand what we do as a college with these plans once they are created and who is responsible to ensure they are followed
    - i. Would like AS Faculty to volunteer/more faculty engagement in this taskforce to get input on plans.
    - ii. Institutional Effectiveness and Assessment site to be the main location to house Participatory Governance Handbook and guide faculty and staff to updated plans.
  - B. Participatory Governance Taskforce Update: Dr. Ortiz shared that the taskforce met and reviewed the handbook with additional faculty, Molly Colunga, Michael Taylor and William Nguyen. Additional recommendations were made, including various links for electronic access.
    - i. Looking to present draft to College Council in April.
- IV. Action Items:

## V. Subcommittee Reports

- A. Outcomes Assessment – Dr. Jarek Janio: Nuventive student outcome updates have been shared with departments and working on integrating CurriQunet with Canvas.
  - i. ILOs have been approved by OA Committee and being sent to Academic Senate for approval.
- B. Accreditation – Monica Zarske- ISER drafts are about 90% submitted on Teams and being reviewed by the editors.
  - i. Working on a tentative timeline to include approval from Academic Senate, Institutional Effectiveness and Assessment and College Council for June/July
  - ii. District level collaboration has been ongoing in respective standards.
- C. Program Review – Jaki King- Jaki King could not attend meeting. Kim Smith provided update: Next Program Review meeting will be March 8 at 1:00pm.
  - i. Program Review rubric being developed to provide divisions with meaningful comments regarding their progress.
- D. Enrollment Management- Dr. Jeffrey Lamb- Team recently met and have been building an Enrollment Management plan. This plan will include goals and objectives for the group. Workgroups will be formed to get work done within the plan. There will be a Guided Pathway focused workgroup which will have four areas of focus and objectives: Timelines, Financial Aid, A&R, and Curriculum to better improve enrollment process. Another group will focus on enrollment data and the Student-Centered Funding Formula/FTES. A draft of the proposed plan will be shared for IEA review.

## VI. Upcoming 2020-2021 Meetings – All meetings are the first Wednesday of the month from **2:00-3:00pm** unless otherwise noted – Location- Zoom until further notice

Meeting Adjourned: 3:00pm

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April 14, 2021 (Second Wednesday - Spring Break)  
May 5, 2021  
June 2, 2021

September 1, 2021  
October 6, 2021  
November 3, 2021  
December 1, 2021