



SANTA ANA COLLEGE

INSTITUTIONAL EFFECTIVENESS AND ASSESSMENT

Minutes

October 7, 2020

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: Carlos Brocatto, Tyler Johnson Ben Colin, Monica Zarske, Justin Tolentino, Saeid Eidgahy, Kim Smith, Ashly Bootman, Dr. Fernando Ortiz, Tim Winchell, Suzanne Freeman, Jaki King, Jarek Janio, Dr. Vaniethia Hubbard, Carol Seitz, Michelle Macintyre, Dr. Jeffrey Lamb, Stephanie Clark

- I. Introductions: 2:01 Ben Colin new student rep looking forward to learn from everyone
- II. Minutes from September 2, 2020 meeting – Information
- III. Taskforce Updates:
 - A. Updating of SAC’s Participatory Governance Structure Document – Dr. Fernando Ortiz
 - i. Dr. Ortiz shared that each committee, subcommittees and workgroup have been requested to submit updated structures- So far, updates have been coming in and looking to get approval by end of Fall 2020.
 - B. IE&A Membership- Dr. Fernando Ortiz requested volunteers to be added to IEA committee list for vetting and approval.
- IV. Action Item: No Action Items
- V. Subcommittee Reports
 - A. Outcomes Assessment – Dr. Jarek Janio
 - i. Submitting SLOs to Curricunet. He shared he now has clerical support to assist the additional work.
 - ii. He is currently transferring items to Nuventive
 - iii. Has reached out to Student Services and they have been involved in the discussions- Dr. Maria Dela Cruz, Armando, Mark Liang.
 - iv. Library has operations in Nuventive
 - v. Program Review pilot is ongoing
 - B. Accreditation – Monica Zarske

- i. Shared that on Friday October 9, 2020 Dr. Catherine Webb- ACCJC Accreditation Liaison will be meeting with SAC to get an overview of best practices. Registration is open through Professional Development. 10am-12pm. Writing retreat will be hosted as a part of the training.
- ii. Dr. Jeffrey Lamb-Shared that quality focus essay should be a dialog for future self- What do we want to focus on? Guided Pathway and Equity should be reflected in the essay. Essay should speak to innovation at our College- Executive summary on Guided Pathways, potential of program maps. Intentional on where we want to be in 2-3 years.
- iii. Dr. Lamb- Shared that after Accreditation, there will have been lessons learned for Mid-Term report and should begin looking to plan for next cycle. Ideally, we should not let the process become a distant memory.
- iv. ISER is to evaluate, reflect and amplify success.

C. Program Review – Jaki King

- i. Shared that the Program Review team have gotten to all but one of the goals listed on Program Review website
- ii. They have finished membership and purpose statement
- iii. A recorded training will be sent out- Oct 15 Program review training
- iv. Next meeting plan is to set up a rubric for future review.
- v. Dr. Lamb-Thoughts on Nuventive integration-Any feedback on preferences and layout?
 - 1. Jaki King: There are some parts we are still working with and getting used to Ex: Front interface
- vi. Jaki mentioned faculty and staff will be using this platform for a while and we are hoping they get comfortable and use to the interface.
- vii. Dr. Jarek Janio-Links can be added to Nuventive related to specific topic. Extensive menu available for clarification. Customizable help buttons in case a specific item is more difficult to understand.
- viii. Dr. Jeffrey Lamb- Recommended a Nuventive layout Presentation to committee to demonstrate the process and integration-November 4
- ix. Jaki King- Recommended to begin trainings and workshops in Spring for faculty

D. Enrollment Management- Dr. Jeffrey Lamb

- i. Brought on Enrollment Management Taskforce-Primary function is to update Enrollment Management Plan. Look at Marketing and scheduling efficiencies.
- ii. Looking at accelerated degrees, thinking about course offering for adults
- iii. Taskforce to help think through in regards to schedule timelines, budget allocation required to build schedules.
- iv. Dr. Lamb mentioned that the question is if Enrollment Management should be a standing committee by itself or within IEA (Chat below reflects recommendations)
- v. A conversation began regarding the topic of assumption that Community College is a second choice. Recommendations were made on Marketing perspectives and questions on how to turn that messaging around

- vi. Stephanie Clark- Right blend of courses in sequence so students can complete
- vii. Linking to Ad-Astra to let us see our schedule better and improve our blocks to get students to completion.

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

VII. Other: *Final College Council PG Handbook Approval- December 9, 2020

November 4, 2020

April 14, 2021 (Second Wednesday)

December 2, 2020

May 5, 2021

February 10, 2021 (Second Wednesday)

June 2, 2021

Chat discussion-

Tim Winchell: To build on those thoughts, the standards are a bit retrospective.... It would be nice to solicit input from those who helped about how we could use our accomplishments to help goal-set for the future, in the same way as was discussed for the quality essay. (aspirational/inspirational)

14:30:48 From Monica Zarske : Yes, thankyou for saying that Ashly.

14:31:29 From Ashly Bootman : Which is what we would want from our students, so we should be modeling it as an institution.

14:37:43 From Stephanie Clark : Resources explaining the workflow?

14:37:47 From Tim Winchell : Thank you, Justin....

14:37:53 From Tim Winchell : That would be wonderful!

14:42:57 From Ashly Bootman : That would be great.

14:47:28 From Saeid Eidgahy : Colleagues,

14:47:36 From Saeid Eidgahy : I have to leave for my next meeting

14:47:41 From Saeid Eidgahy : Great seeing all of you

14:47:53 From Ashly Bootman : Bye Saeid! Have a good meeting.

14:51:34 From Stephanie Clark : Personal opinion, but I think enrollment management should be part of institutional effectiveness.

14:52:06 From Ashly Bootman : I agree.

14:52:28 From Monica Zarske : I would also agree.

14:54:02 From Michelle Macintyre : agreed

14:54:05 From Stephanie Clark : If we focused on improving certain success metrics, partnerships, etc. and we really set some goals about 100% completions and high graduation rates... we then are forced to address strategic enrollment management. Program success is directly related to scheduling/enrollment planning and management.

14:54:48 From Jeff Lamb : And, Stephanie, imagine what can happen as program mapping leads to schedule development!

14:55:11 From Stephanie Clark : Yes!!

14:55:22 From Jeff Lamb : Scheduling for completion

14:55:24 From Stephanie Clark : That one sentence is exactly why I'm here Dr. Lamb.

14:55:45 From Ben Colin (He, Him, His) - ASG Student Representative : I think I see what you're talking about

14:58:53 From Suzanne Freeman : How about resources... working with counseling we identified 1000 firefighters 3 gen ed classes away from a degree. Cheryl lee said we could put them into cohorts and we set up an online transfer program for them. I have spent 4 years trying to get the resources to carry this out. the firefighters want it. we dont have the resources to do it.

14:59:05 From Ashly Bootman : The other part of the scheduling puzzle is matching student services to student schedules as well. We inadvertently give evening, online, and weekend students the message that some of our services are not for them because they are not open evenings or weekends. And campus events typically happen in the middle of the day as well.

14:59:43 From Stephanie Clark : Interesting Suzanne. Yes, creative solutions that are responding to student needs. We need to accept we do have a diverse population, we need to cater to a variety of student groups and needs.

15:00:15 From Kim Smith : Lower Education by Tressie McMillan Cottom is a good reference book for this discussion too.