



## Minutes

September 2, 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:** Justin Tolentino, Dr. Fernando Ortiz, Tim Winchell, Dr. Jeffrey Lamb, Dr. Vaniethia Hubbard, Monica Bustamante, Kim Smith, Mary Steckler, Jaki King, Ashly Bootman, Saeid Eidgahy, Michelle Macintyre, Dr. Larisa Sergeyeva, Carlos Brocatto, Monica Zarske, Dr. Jarek Janio, Mike Everett, Carol Seitz, Janet Cruz-Teposte, Tyler Johnson

- I. Introductions:
- II. Minutes from June 3, 2020 meeting – Information
  - i. No comments on June minutes. Approved as informational only.
- III. Taskforce Updates:
  - A. Defining College Funding Allocation Alignment Processes – Justin Tolentino
    - i. Professor Justin Tolentino: Provided a timeline change due to SWP update- Form is still being developed under Nuventive- New timeline looks like it will be Fall to submit by January.
    - ii. Requesting to withdrawing action item – Perkins funding addition does align but still need to reach out to those in categorical. Will need to come up with something that works to make this process easier
    - iii. Need a unified process for better communication and single source of information. – Aiming for a single request while still allowing everyone's individual process. Global layout for all funding source and information.
    - iv. Vice President of Academic Affairs- Dr. Jeffrey Lamb: The question is how do you link Outcome Assessment achievement data and input to Program Review to Resource Allocation and streamline requests – Must re-evaluate how this will work given that SWP has shifted a bit. Let's avoid a series of exceptions and continue to be a single process- Focus on Program Review integration
    - v. Taskforce will be contacted to revisit.
  - B. Updating of SAC's Participatory Governance Structure Document

- i. Dean of Academic Affairs- Dr. Fernando Ortiz-Updating language to all of the listed committees in the Participatory Governance Org Chart- Current handbook is dated 2015 and does not include Professional Development or Institutional Effectiveness and Assessment (IEA)
- ii. Dr. Flores has asked to update all the subcommittees to identify process and describe all taskforces and committees. All committees have been informed of portions that need to be updated.

IV. Action Item:

A. Approval of Institutional Effectiveness & Assessment Committee Participatory Governance Structure

- i. Dr. Fernando Ortiz requested committee to review IEA membership and requested feedback. Should subcommittee coordinator have a vote or be labeled ex-officio and provide report/feedback only?
- ii. Outcomes Assessment Coordinator- Dr. Jarek Janio- They should have a vote.
- iii. Professor Kim Smith- Coordinator can also possibly be representing a department and can potentially double the influence.
- iv. Decide whether they need to be making an active vote vs being a representative to mainly share.
- v. Committee agreed that Ex-Oficio's report out, participate to get direction and decision/approvals from IEA council. Are not voting members.
- vi. Dr. Lamb moved to approve, Monica Zarske seconded.
- vii. Professor-Carlos Brocatto question: What will Research Analyst role be and should they be voting members or ex-officio
- viii. Professor Kim Smith-a vote is indicative of how highly we value research input.
- ix. Dean of Math and Science- Saied Eidgahy- Research information is invaluable and recommend full voting membership
- x. Dr. Lamb-Research and planning is the operative piece. Research allows us to look at all this globally
- xi. Dr. Ortiz: We will contact Academic Senate, CSEA ASG to reach out for representation.

B. Approval of Funding Allocation Process Outline and for taskforce to create documentation to support the process –

- i. Item withdrawn -Proposed process needs updates.

V. Subcommittee Reports

A. Outcomes Assessment – Dr. Jarek Janio

- i. Over the summer, SLO assessment data from spring semester has been collected from 46 out of 52 departments and programs at the college - Student services assessment being developed.
- ii. Nuventive screens for Program Review and Resource allocation have been finalized and are currently in the pilot stages
- iii. Faculty have lots of questions about how SLO statements need to be written, how to align them to the methods of assessment and how to interpret SLO assessment data for the benefit of the student learning.

B. Accreditation – Monica Zarske

- i. Accreditation support workshops went very well. Goal for August was met. Information has been loaded on Teams
- ii. Working on having a draft by December and editing into January- Vetting should begin Spring, BOT approved by July.
- iii. Met with the District to work on intersecting standards. Collaborating on data that we need from each other.

C. Program Review – Jaki King

- i. Shared Fall 2020 goals listed on the Program Review website

**Fall 2020 Program Review Goals**

- Create new plan and schedule for Kinesiology 4-year program reviews.
- Create new plan and schedule for Student Services 4-year program reviews.
- Develop a program review rubric for Spring 2021 presentations.
- Develop a consistent training/workshop schedule for presenters.
- Assemble a clear membership plan as well as a "purpose statement" by September 30th.

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

VIII. Professor Justin Tolentino- Reminder as we continue to make the necessary changes to our committee we also need to keep in mind the Chancellors Call to Action that must be integral in all of our committees.

Meeting Adjourned: 3:00pm

October 7, 2020

November 4, 2020

December 2, 2020

February 10, 2021 (Second Wednesday)

March 3, 2021

April 14, 2021 (Second Wednesday)

May 5, 2021

June 2, 2021