

**Participatory Governance Committee
Goal setting and Assessment
Santa Ana College
2021-2022**

Committee/Subcommittee: Student Equity & Achievement Program

Reporting Committee: Student Equity & Achievement Program

In accordance with our Participatory Governance Handbook:

At the start of each academic year, participatory governance committees are to set attainable and measurable goals, which are then reviewed and assessed at the end of the academic year. Participatory governance committees shall adhere to accreditation standards as they relate to the specific charge of the committee and maintenance of adequate records (meeting minutes).

Assessment of these goals are reported to College Council each year.

Once approved, goals are to be posted to the respective committee webpages. Goals should be assessed and outcomes presented to the respective reporting committee at the end of each academic year. Reporting committees will provide an outcome summary to College Council at the end of the Spring semester.

Attendees: Maria Aguilar Beltran, Scotty Escobar, Cristina Gheorghe, Dr. Vaniethia Hubbard, Dr. Kevin Kawa, Annie Knight, Dr. Fernando Ortiz, Kim Smith, and Dr, Merari Weber

	Goal	Activities	Measurable Outcome and Method of Assessment	Link to Committee, College Strategic Goal, or other College Plan Goal	Completion Date	Outcome (to be completed at end of Spring semester)
Ex.	Marketing; Improve communication to campus community regarding college center services	- Create and distribute weekly e-blast to students and faculty - Update webpage - Develop marketing plan	- Number of hits/clicks on webpage - Change in number of students served - Increase in student satisfaction with center services	Student Equity Plan 2019-2022; Increase student retention	Spring 2022	
1	Operationalize the effective practice of SEAP-funded projects over the years	-Identify ongoing projects -Create scoring rubric for -Update criteria/rubric for funding application -Create criteria/rubric for evaluating end-of-year reports (metrics) -Incorporate race-conscious pedagogy and practice	-Production of report -Request longitudinal research data for ongoing projects -Include requirement for project managers to review/confirm existing metrics and evaluation		Spring 2022	
2	Evaluate scope of SEAP Committee to better align with State SEAP	-Form workgroup to research SEAP legislation -Create rubric based on	-Creation of rubric and presentation to SEAP Committee		Spring 2022	

	mandates	finding	-Self-assessment of SEAP committee and subcommittees based on rubric -Publish to SEAP webpage			
3	More intentional use of research by SEAP committee to better inform committee role/vision/mission	-Identify data needs for SEAP committee -Creation of dashboard for identification of DI students -Creation of data coaching classes for PD -Creating of training on methods of measuring disproportionate impact (PD)	-Number faculty, staff, administrators participating in data coaching on use of Power BI -Number faculty, staff, administrators participating in DI measuring training -Number of Program Reviews utilizing Power BI data -Compare status of SAC progress on SEAP goals to stated goals		Spring 2022	
4	Assess and analyze the impact of the pandemic and resources for DI groups	-Identify and evaluate allocation of HEERF funds -Identify and evaluate allocation of AB 943 funds	-Summary report presented to SEAP committee -Generation of recommendations of ongoing promising practices post-pandemic (new normal, trauma-informed, culture of dignity)		Spring 2022	

Goals should be:

- *Specific* (clear and concise),
- *Measurable* (how would success be measured or assessed?),
- *Achievable* (challenging, but possible),
- *Relevant* (goal fits within the (sub) committee or strategic goals of the college),
- *Time-bound* (attainable within a reasonable time-frame).

Activities are products (e.g., workshops, trainings, etc.) designed to help accomplish goals.

Outcomes are measurable aspects of the activities (e.g., creation of documents/reports, updating webpages, etc.)