



SANTA ANA COLLEGE

Institutional Effectiveness and Assessment

Accreditation • Outcomes Assessment • Program Review • Enrollment Management

Minutes

April 1, 2026

1:00 – 3:00pm

Zoom: <https://rscdd-edu.zoom.us/j/84688565688?pwd=0qT5jh9irI9uGq1hquXwEyRsN7i5u4.1>

Voting Members: **Claire Coyne** (co-chair), **Saeid Eidgahy**, Mike Everett, Vaniethia Hubbard, Annie Knight, **Megan Lange**, **Andrew Manson**, Daniel Martinez (co-chair), Dawn McKenna, **Sarah Salas**, **Sean Small**, **Kim Smith**, **Robert Stucken**, **Mark Turner**

Vacant: Business, Counseling, Fine & Performing Arts, Humanities, Kinesiology, Sciences, Technology, Student Representative

Ex-officio Members (Non-Voting): **Claire Coyne**, **Jeff Lamb**, Daniel Martinez, Matthew Morin, **Kim Smith**

Guests: **Paula Kincaid**, **Jeremy Prim**, **Parisa Samaie**

Bold = Present

1. Introductions and Membership
 - a. Claire started the meeting at 1:02pm
2. Action Items
 - a. Approval of Agenda for April 1, 2026
 - i. Sean moves to approve the agenda, Robert seconds the motion. Agenda is approved with no abstentions.
 - b. Approval of minutes from February 23, 2026 and March 4, 2026
 - i. AI was utilized to combine the February 23rd meeting notes from Christine and Kim.
 - ii. Robert moves to approve the February 23rd minutes, Sean seconds the motion. Minutes are approved with no abstentions.
 - iii. Robert moves to approve the March 4th minutes, Sarah seconds the motion. Minutes are approved with no abstentions.
 - c. Integrated Resource Allocation Process (IRAP), Second Read
 - i. Key updates included inclusion of faculty requests approved by the Academic Senate and refinements to timelines to better align planning and resource allocation as a single integrated process.
 - ii. Robert moves to approve the second read, Andrew seconds the motion.
 - iii. Sarah moves to amend the motion and table the second read to a third read for inclusion of classified professionals prioritization process.
 - iv. Following discussions regarding timeline language, Resource Allocation

IE&A meets the first Wednesday of the month from **1:00-3:00pm** via Zoom

Spring 2026: February 4 | March 4 | April 1 | May 6 | June 3

Requests should be submitted with program review by the last Friday in November to support spring and May prioritization processes. The committee agreed to remove “exceptions” and “remaining” languages to avoid confusion.

- v. Additional feedback addressed program review narrative language. The committee agreed that the intent should focus on alignment and reflection with the college mission and Comprehensive Educational Plan.
- d. SAC Participatory Governance Handbook Update March 2026, First Read
 - i. Claire shared that the Academic Senate sections have been reviewed by the Senate and are scheduled for approval at the end of April.
 - ii. Enrollment Management Committee is working on updating their purpose and charge.
 - iii. Classified Professionals and ASG were invited to provide constituent-specific language for inclusion, consistent with Title V Section 51023.5 for staff and student 9+1 areas. Claire to follow up with ASG.
 - iv. Sarah pointed out that the Data Committee is missing as a standalone committee under College Council.
 - v. The IE&A Committee’s purpose, charge and membership were added following the approval from College Council.

3. Information/Discussion Items

a. DRAFT Governance Handbook Training Presentation

- i. Claire presented the draft Governance Handbook training presentation created by the PIO office and shared Dr. Nery’s concerns about the presentation being too verbose.
- ii. Committee members will receive the draft to review with their constituent groups.

4. Subcommittee Reports

a. Accreditation

- i. The Accreditation subcommittee discussed feedback from the March 19, 2026 ISER workshop. Key takeaways included accreditation standards and expectations are more defined and less punitive. Institutions are encouraged to explain uniqueness rather than overly lengthy reports. Expected length of accreditation reports has been reduced to approx. 70 pages.
- ii. Multiple attendees emphasized the importance of being critical and intentional with institutional data including data sources and accuracy.
- iii. Research and Data Committee members noted that data skepticism and transparency will be an important focus area during the accreditation process.

b. Outcomes Assessment

- i. No representative from Outcomes Assessment was present to provide a report.
- ii. Claire updated that the Institutional Learning Outcomes subcommittee, formed out of the Academic Senate, is recruiting 2 members from Curriculum and Instruction Council and 1 member from Guided Pathways.

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Once membership is finalized, the subcommittee will work on the institutional learning outcomes.

c. Program Review

- i. Kim shared that the Program Review subcommittee made significant progress in full adoption of Nuventive. Next steps include deans to review collective program review data to inform guidance and planning at division level.
- ii. Departments will be advised to include all budget requests directly within their program review reports.
- iii. A year-end program review summary will be prepared similar to last year's report shared with Academic Senate and IE&A.
- iv. Kim announced the end of her 2-year term as Program Review Committee chair and invited interested members to consider the role.

5. Good of the Order

- a. Meeting adjourned at 1:52pm