



SANTA ANA COLLEGE
Teaching Learning Committee
Minutes
May 18, 2015

To: Distribution

From: Bonnie Jaros, Chair, Teaching Learning Committee

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.

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

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

Institutional Learning Outcomes: Communication Skills; Thinking and Reasoning; Information Management; Diversity; Civic Responsibility; Life Skills; Careers

Members Present: Karen Dennis, Yolanda Garcia, Heather Gillette, Gina Giroux, Bonnie Jaros, Eve Kikawa, Cherylee Kushida, Irene Soriano, John Tashima

- I. Approval of Minutes of May 4, 2015**—The minutes of May 4, 2015 were approved as written.
- II. Public Comments**—There were no public comments.
- III. TLC Work for Today**
 - A. End-of-Year Report**—Please send Bonnie information in your respective areas for the End-of-Year Report. She will send you a draft by the end of the week. Items which will be addressed include: Quadrennial Capstone Report review summary; ILO analysis; the revised annual and quadrennial program review forms; TracDat updates; BSI; professional development; student success and equity; accreditation; and Book of the Year.

B. Update ILOs: Communication Skills—The Academic Senate received the TLC’s ILO analysis chart. Mary will work with the professional development group to incorporate the themes and professional development recommendations of the TLC, which are meant to enhance student success and equity college-wide.



INSTITUTIONAL
LEARNING OUTCOME



TLC_ILO
Report_Annual_S15_

C. Accreditation Recommendations Follow-Up Report—The TLC reviewed the draft of the Follow-Up Report. Bonnie has requested that the Tech plans of both the college as a whole and SCE be sent to her for the Report. The Academic Senate will review the latest draft (May 21st version) on May 26th with final approval scheduled at the August 19, 2015 retreat.



Follow-Up_bnj_scj_
05-14-15_Draft.docx



Accreditation
Oversight Committee

D. Student Success and Equity Plan Update—There will be two other Equity Forums scheduled this week.



Forum Flyer May 20
and 21.pdf

E. Professional Development Update—Mary presented the FLEX calendar scheduled professional development workshops, which will be offered in August.



Flex Workshops -
Fall 2015 May 18.do

F. Update Academic Program Review—The Academic Senate reviewed the Annual and Quadrennial program review templates. Language has been added to strengthen the college commitment to equity—to closing achievement gaps. The program review documents will be approved at the May 26th meeting. Please request copies from your division senators.

G. Book-of-the-Year Update: *I Am Malala: The Girl Who Stood up for Education* by Malala Yousafzai—Yolanda and John

1. Yolanda reported there will be a forum entitled “Stand Up: Speak for Education” in Phillips Hall on May 27th from 1:00-2:30.
2. John reported that the BOTY survey, with N=80, came back as follows: 50%--*Spare Parts: Four Undocumented Teenagers, One Ugly Robot, and the Battle for the American Dream*, by Joshua Davis; 25% *Mindset: the*

New Psychology of Success by Carol Dweck; 25% *Code Talker: A Novel about the Navajo Marines of World War II* by Joseph Bruchac.

IV. Other

1. Bonnie reminded TLC members to please tell division faculty and staff to respond to spring 2015 Institutional Effectiveness Survey by May 29th. Results will be used for continuous quality improvement throughout the college.
2. Departments scheduled for quadrennial capstone review for 2015 are:
Business Division--Business Applications, Global Business/Entrepreneurship, Paralegal; SCE--ESL; Fine & performing Arts--Communication Studies; Humanities & Social Sciences--English/ESL (2 programs), Philosophy; Kinesiology--Professional Studies; Human Services & Technology--Auto/Diesel/Welding, Fire Tech, Human Development, SLPA; Science, Mathematics & Health Sciences--Math, Nursing.
3. TracDat—Jarek Janio has been appointed the TracDat Coordinator; he will be developing training tools for the faculty, and will lead the college in TracDat implementation. Jarek will join the TLC in the fall and make regular reports. The timeline for TracDat implementation is as follows:
 - Report addressing ACCJC recommendations:
 - Report addressing this recommendation is due in October 2015
 - Most of the documents must be ready by June 30th.
 - Board approval of the report will take place September 28, 2015
 - TracDat roll out:
 - Fall 2015: TracDat pilot to start for SLOs/PLOs
 - All divisions and programs are to continue using the Program Review Repository on Share Point using the new .pdf fillable format for Annual and Quadrennial Program Review reports
 - Spring 2015: Campus-wide TracDat roll-out for SLOs and PLOs
 - Fall 2016: Pilot for Annual and Quadrennial Program Review on TracDat to start
 - Spring 2017: TracDat for Program Review campus-wide roll-out.

V. Future Agenda

- A. **ILOs: Follow-Up Communication Skills; 2015-2016 ILO--Thinking and Reasoning**
- B. **Follow-Up Report Update**
- C. **Student Success and Equity Plan Presentation--George**
- D. **Professional Development Update—Mary**
- E. **TracDat Update--Jarek**
- F. **Book-of-the-Year: Spare Parts**

Note regarding representation: We welcome Susan Gaer back and Jarek Janio, a new member, to the TLC for fall. We thank Heather Gillette, Crystal Jenkins, Carrie Patton, and John Tashima, who will no longer be able to join us. Come any time you can!!

Note regarding meeting schedule for 2015-2016: The TLC meeting schedule is dependent upon the schedule of the Curriculum and Instruction Council. Those dates have not yet been

released, so the TLC dates will follow shortly. In general, the TLC will alternate Mondays with the CIC; meetings will be from 1:00-3:00 pm in A-112.

Members:

Steve Bautista
Karen Dennis
Josh Dorman
Yolanda Garcia
Heather Gillette
Gina Giroux
Glen Harding
Mary Huebsch
Shelly Jaffray
Bonnie Jaros
Eve Kikawa
Cherylee Kushida
Melanie Mowrer
Carrie Patton
Nga Pham
Kris Ross
Irene Soriano
Brian Sos
George Sweeney
John Tashima

cc:

Avie Bridges
Micki Bryant
Cher Carrera
Susan Gaer
Dennis Gilmour
Madeline Grant
Bart Hoffman
Jarek Janio
Jim Kennedy
Sara Lundquist
Monica Porter
Omar Torres
Julia Vercelli
John Zarske

bnj/05-19-15