



SANTA ANA COLLEGE
Institutional Effectiveness and Assessment Committee
Minutes
May 22, 2013

To: Distribution

From: Linda Rose and Bonnie Jaros, Co-Chairs, Institutional Effectiveness and Assessment Committee

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: 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.

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

Members Present: Michael Collins, Sue Garnett, Bonnie Jaros, Jim Kennedy, Nga Pham, Linda Rose, John Zarske

I. Approval of Minutes May 8, 2013—The minutes of May 8, 2013 were approved as written.

II. Institutional Effectiveness Tasks:

A. Strategic Plan S13 Update—The vice presidents will utilize the Strategic Plan chart based on the responses they provided for the RSCCD goals update. (Please see Appendix A.)

B. Setting College Standards for Student Achievement—In order for the college to establish standards for improvement in successful course completion, persistence rates, degrees awarded, transfer rates, and certificates awarded, Nga Pham presented college data from 2008-2012. To continue this discussion, Linda and Bonnie will meet with Nga to determine which data sets would be most beneficial. We will also investigate best practices of colleges that are similar to SAC in the local area. After the IE&A meeting in July/August, a recommendation for standards of improvement in student achievement rates will be made to College Council.

III. Other: SharePoint—Linda and Bonnie explained the status of the Accreditation Repository, the Committee pages and the program Review pages. SharePoint will be available to the college community in July.

IV. Future Agenda

- A. SAC Goals Template with Objectives
- B. Master Calendar of Planning Activities
- C. Review of Responses to Recommendations: Drafts Submitted from Standards Committees
- D. Review of Planning Agenda in Midterm Report of 2011
- E. SAC Participatory Governance Handbook

The next meeting of the IE&A Committee will be August 30 2013 from 9:00-11:00am in A-105.

The schedule for fall 2013 is as follows: August 30; September 13; October 11; October 25; November 8; November 22; December 13. All meetings are from 9:00-11:00am in A-105.

APPENDIX A



Santa Ana College

1530 West 17th Street, Santa Ana, California 92706 (714) 564-6000

Strategic Plan 2012-2015 Spring 2013 Update

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GOALS	STRATEGIES/ACTIONS	PROGRESS ON GOALS (include measures—direct and indirect/qualitative & quantitative as appropriate; persons/groups responsible)
A. Transfer/Program Completion: Increase transfer, progress/course completion, and attainment of certificates.	A.1 Increase completion of certificates, degrees and transfer. A.2 Design the most efficient pathways to completion that are possible for students (engaging the elements of course design, assessment, condensed classes, educational planning, scheduling, and support services necessary for success). A.3 Provide opportunities for	Possible measures for S13 update: student achievement data from non-credit to credit; from credit to four-year institutions

	student engagement and leadership that enhance their personal and professional development, sense of belonging to SAC, and persistence.	
B. Excellence in Teaching/Learning: Promote and sustain excellence in teaching and learning.	B.1 Identify innovators and expert practitioners in teaching and learning across disciplines and develop a set of initiatives to adopt promising practices college-wide.	Possible measures for S13 update: faculty development; student achievement data
C. Literacy across Disciplines: Increase student academic literacy and learning across disciplines.	C.1 Coordinate efforts between instruction and student services to maximize literacy across disciplines. C.2 Provide a comprehensive learning assistance center to support discipline literacy across the curriculum for all students. C.3 Strengthen partnerships with K-12 to offer literacy-enhancement programs.	
D. Credit/Non-Credit Articulation: Enhance cooperative efforts between credit and non-credit to encourage success in workforce preparation, transfer and basic skills.	D.1 Redesign pathways for students in non-credit programs.	Possible measures for S13 update: analyze the academic assessment process for accuracy of placement; check alignment of support services across the credit-non-credit bridge; add GE SLOs to non-credit courses; provide students in the SCE with the same level of facilities as the credit program.
E. Eliminate Economic Barriers for Students: Eliminate barriers to enhance access and achievement of all learning goals for students.	E.1 Expand economic supports that help students to enroll and progress to completion. E.2 Review and improve academic and support services to maximize student access and success. E.3 Expand low-cost textbook options for students.	

APPENDIX B



Rancho Santiago Community College District 2013-2016 Strategic Plan

Goals & Objectives	Responsible Individual(s)/Party
<p>RSCCD will assess the educational needs of the communities served by RSCCD and will adjust instructional programs, offerings, and support services and will allocate resources as needed to optimize the alignment of students' needs with services and fiscal resources.</p> <ul style="list-style-type: none"> Continue to determine the needs of the community Develop sustainable, alternative revenue streams to student educational needs Continue to monitor student educational preparation 	<p>Planning & Organizational Effectiveness Committee</p> <p>Fiscal Resources Committee, Asst. VC, Educational Services, Foundation Directors</p> <p>Planning & Organizational Effectiveness Committee, Director of Research</p>
<p>RSCCD will assess the educational needs of the communities served by RSCCD and then pursue partnerships with educational institutions, public agencies, non-profit organizations, and business/industry/labor to collaboratively meet those needs.</p> <ul style="list-style-type: none"> Strengthen outreach and recruitment; develop new and sustain current relationships with key partners and stakeholders Support regional development by becoming the primary local source of skilled employees for high demand occupations 	<p>Chancellor, Presidents</p> <p>Chancellor, Presidents</p>
<p>RSCCD will annually improve the rates of course completion and completion of requirements for transfer, degrees, certificates, and diplomas.</p>	<p>Vice Presidents of Academic</p>

<ul style="list-style-type: none"> Consistently and accurately measure educational goal completion for university transfer, degrees, certificates and diplomas Support integrated approaches to student success and achievement Identify economic barriers to student achievement 	<p>Affairs, Director of Research</p> <p>Planning & Organizational Effectiveness Committee</p> <p>Planning & Organizational Effectiveness Committee, Director of Research</p>
Goals & Objectives	Responsible Individual(s)
<p>RSCCD will support innovations and initiatives that result in quantifiable improvement in student access, preparedness, and success.</p> <ul style="list-style-type: none"> Maintain and enhance the RSCCD's technological infrastructure Support faculty development in the areas of innovative pedagogies and curriculum design Examine course success rates by population served and promote strategies that foster student equity. 	<p>Technology Advisory Group</p> <p>Chancellor, Presidents, Planning and Organizational Effectiveness Committee</p> <p>Vice Presidents of Academic Affairs, Director of Research</p>
<p>RSCCD will use a cycle of integrated planning that will demonstrate the effective use of resources.</p> <ul style="list-style-type: none"> Support and encourage focused green practices Utilize current processes to inform program, facilities, human resource and technology allocation Evaluate the cycle of integrated planning 	<p>Physical Resources Committee</p> <p>Vice Chancellors</p> <p>Planning & Organizational Effectiveness Committee</p>

BOT app 08-19-13



SANTA ANA COLLEGE
Institutional Effectiveness and Assessment Committee
Agenda
August 30, 2013
9:00-11:00am; A-105

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Members:

Cher Carrera, Ed.D.
Michael T. Collins, Ed.D.
Sue Garnett (alternate SCE)
Raymond Hicks
Bonita Jaros, Ph.D.
James Kennedy
Sara Lundquist, Ph.D.
Nga Pham
Denise Phillips
Linda Rose, Ed.D.
John Zarske

cc: Erlinda J. Martinez, Ed.D.
Raúl Rodríguez, Ph.D.
John Didion
Jeff McMillan, Ph.D.
Kennethia Vega
Marta Barker
Karen Scott
Geni Lusk

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