[**Participatory Governance Committee**](https://docs.google.com/document/d/126xiy-nuNuwusZ9QiUT5UV8KrghAVXUZe4aZyUGaGuI/edit?usp=sharing)

[**Goal setting and Assessment**](https://docs.google.com/document/d/126xiy-nuNuwusZ9QiUT5UV8KrghAVXUZe4aZyUGaGuI/edit?usp=sharing)

[**Santa Ana College**](https://docs.google.com/document/d/126xiy-nuNuwusZ9QiUT5UV8KrghAVXUZe4aZyUGaGuI/edit?usp=sharing)

**2022-2023**

**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 the 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 the College Council at the end of the spring semester.

|  | **Goal**  | **Activities**  | **Measurable** **Outcome and** **Method of** **Assessment** | **Link to Committee, College Strategic** **Goal, or other College Plan Goal** | **Proposed 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 2023* |  |
| **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 |  |  |  |
| **2**  | Evaluate scope of SEAP Committee to better  | -Form workgroup to research SEAP legislation | -Creation of rubric and presentation to SEAP  |  |  |  |
|  | align with State SEAP  | -Create rubric based on  | Committee |  |  |  |

|  | 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  |  |  |  |
| **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) |  |  |  |

**SMART Goals are:**

* **Specific:** The goal you set needs to be precise, explicit, and unambiguous. This is also true of how you plan to achieve that goal.
* **Measurable:** The goal must be measurable according to quantitative analysis. You need a way to track your progress toward the goal.
* **Attainable:** The goal should be realistic and achievable. If it’s not realistic, there is no point in setting it in the first place.
* **Relevant:** Your goals need to be relevant to the situation and work toward supporting diversity and inclusion.
* **Timebound:** The goals must be time bound or adhere to a deadline. If you don’t have deadlines, you may not be motivated to achieve the goal quickly. A deadline is also a great way to keep track of progress on a linear scale.