

**From:** [Lundquist, Sara](#)  
**To:** [Kushida, Cherylee](#)  
**Cc:** [Sweeney, George](#); [Jaros, Bonita](#); [Pun, Nancy](#); [Lopez, Carlos](#)  
**Subject:** CONFIRMING the CLI on 10/10 from 10:30-noon for Program Review Data Workshops  
**Date:** Monday, October 17, 2016 4:31:05 PM

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Dear Colleagues,  
Nancy from the DE Office was kind enough to help me while Cherylee is travelling to confirm the room for Thursday's 10:30-noon workshop. It will be in the CLI, A-101.  
Thank you everyone, Sara

**Sara Lundquist, Ph.D.**

Vice President, Student Services  
Santa Ana College  
1530 W. 17th Street  
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714.564.6085, office  
714.564.0711, fax

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**From:** Lundquist, Sara  
**Sent:** Monday, October 17, 2016 4:24 PM  
**To:** Kushida, Cherylee <[Kushida\\_Cherylee@sac.edu](mailto:Kushida_Cherylee@sac.edu)>  
**Cc:** Sweeney, George <[Sweeney\\_George@sac.edu](mailto:Sweeney_George@sac.edu)>; Jaros, Bonita <[Jaros\\_Bonita@sac.edu](mailto:Jaros_Bonita@sac.edu)>  
**Subject:** Can we use DE Training Room on 10/10 from 10:30-noon for Program Review Data Workshops?

Dear Cherylee,  
Bonnie will include the dates and times below in the TLC minutes that will go out tomorrow morning. Please reply to all if the DE room can be used for 90 minutes Thursday. THANK YOU! Sara

**Sara Lundquist, Ph.D.**

Vice President, Student Services  
Santa Ana College  
1530 W. 17th Street  
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**From:** Sweeney, George  
**Sent:** Monday, October 17, 2016 4:18 PM  
**To:** Lundquist, Sara <[Lundquist\\_Sara@sac.edu](mailto:Lundquist_Sara@sac.edu)>; Jaros, Bonita <[Jaros\\_Bonita@sac.edu](mailto:Jaros_Bonita@sac.edu)>  
**Cc:** Lopez, Carlos <[Lopez\\_Carlos@sac.edu](mailto:Lopez_Carlos@sac.edu)>; Youngren, Whitney <[Youngren\\_Whitney@sac.edu](mailto:Youngren_Whitney@sac.edu)>; Love, Janice <[Love\\_Janice@sac.edu](mailto:Love_Janice@sac.edu)>  
**Subject:** RE: Draft Program Review Memo Insert Regarding Disaggregated Data

Bonnie, et al.

I wanted to add that Maria Taylor got back to me with the rooms for the trainings.

Thursday, October 20- 10:30-12:00am- TBD- Need to find out from Cherylee if we can use the DE training room  
Friday, October 21- 9:30-11:00am- A-207  
Tuesday, October 25- 4:00-5:30pm- A-207  
Wednesday, October 26- 4:30-6:00pm- A-213

Thanks,  
George

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**From:** Lundquist, Sara  
**Sent:** Monday, October 17, 2016 10:11 AM  
**To:** Jaros, Bonita <[Jaros\\_Bonita@sac.edu](mailto:Jaros_Bonita@sac.edu)>  
**Cc:** Lopez, Carlos <[Lopez\\_Carlos@sac.edu](mailto:Lopez_Carlos@sac.edu)>; Sweeney, George <[Sweeney\\_George@sac.edu](mailto:Sweeney_George@sac.edu)>; Youngren, Whitney <[Youngren\\_Whitney@sac.edu](mailto:Youngren_Whitney@sac.edu)>; Love, Janice <[Love\\_Janice@sac.edu](mailto:Love_Janice@sac.edu)>  
**Subject:** Draft Program Review Memo Insert Regarding Disaggregated Data

Dear Bonnie,  
I look forward to seeing you later this morning to confirm next steps for making these tools available to our colleagues as they complete their Program Review documents. It is exciting to have such compelling and user friendly tools. Integrated below are edits,

materials, and links developed by George and Whitney to support everyone. I look forward to reviewing the draft communication below with you later this morning, Sara

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5. Please review your department portfolio data, provided by the Office of Institutional Effectiveness, as well as the newly available and updated **Student Equity Action Tool (SEAT)**

[https://public.tableau.com/views/SEATV6\\_0/SEAT?:embed=y&:display\\_count=yes](https://public.tableau.com/views/SEATV6_0/SEAT?:embed=y&:display_count=yes) and our **Degrees and Certificates Tool**

[https://public.tableau.com/views/DegreesCertificatesAwarded/DegreesAwarded?:embed=y&:display\\_count=yes](https://public.tableau.com/views/DegreesCertificatesAwarded/DegreesAwarded?:embed=y&:display_count=yes) to view data for the courses and disciplines associated with your department or program.

Have any areas of disproportionate impact in course completion or degree and certificate completion been identified? If so, please explain.

6. Describe any observed trends (including growth/decline) as related to the various key indicators (e.g., FTES ) generated and productivity, success and retention rates compared to the College's institution set-standards, degrees and certificates awarded by your department or any disproportionately impacted groups). Based on the above trend data analysis, what are the strengths of your department? What improvements are needed, and how do these perceived improvements correlate with SLOs assessment (based on question #4 above)?

To support your inclusion of this new analysis, open workshops are being offered and if those are not convenient for you, George Sweeny and Whitney Youngren would be pleased to help you one on one.

Thursday, October 20- 10:30-12:00am

Friday, October 21- 9:30-11:00am

Tuesday, October 25- 4:00-5:30pm

Wednesday, October 26- 4:30-6:00pm