SANTA ANA COLLEGE
Teaching Learning Committee
End-of-Year Report
May 17, 2017

To: President Linda D. Rose, EdD; TLC Committee Members; College Council
    Members
From: Bonita Nahoum Jaros, PhD, 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

Dear Colleagues,

The Teaching Learning Committee (TLC) is a group of interdisciplinary colleagues
from different operational divisions dedicated to the enhancement of teaching and
learning, thereby increasing student learning college-wide. It is based on sincere dialogue
with the main outcome: Student Success. To accomplish this outcome, the TLC goals,
reflected on every agenda, include discussion of program review processes, student
learning outcomes, professional development, Equity, the Basic Skills Initiative strand
activities, the Book-of-the-Year Initiative, the college-wide Institutional Learning
Outcomes, and interdisciplinary integration efforts. Other items of academic interest are
also included. The TLC is a workgroup with links to planning, accreditation and
academic program review. The TLC also makes recommendations to the Curriculum and

Instruction Council (C&I) on academic policy issues. The TLC advises the C&I Council and the Academic Senate on issues of academic program review as well and professional development workshops dedicated to SLOs and assessment

Membership of the Teaching Learning Committee for 2016-2017:

Becky Ettinger, Mathematics and Health Sciences Division (Health Sciences wing)
Suzanne Freeman, Human Services & Technology Division
Yolanda Garcia, Librarian
James Hester, Business Division
Mary Huebsch, Basic Skills/Professional Development Coordinator
Shelly Jaffray, Dean Humanities and Social Sciences Division
Jarek Janio, Ph.D., TracDat/SLO Coordinator, SCE
Bonita Jaros, Ph.D., Institutional Effectiveness and Assessment Coordinator, Chair
Eve Kikawa, Dean Fine and Performing Arts Division
Cherylee Kushida, Distance Education Coordinator
Jorge Lopez, Ph.D., Mathematics and Health Sciences Division (Science wing) (sabb. S17)
Jane Mathis, Counseling Division
Melanie Mowrer, Humanities and Social Sciences Division (Humanities wing)
Carrie Patton, School of Continuing Education
Kris Ross, Human Services and Technology Division
Irene Soriano, Ph.D., Fine and Performing Arts Division
Brian Sos, Ph.D., Kinesiology Division
George Sweeney, Ph.D., Equity Coordinator

I. Status of TLC Goals

A. Provide a forum for discussion of interdisciplinary issues such as student learning outcomes assessment practices, research, TracDat, Equity, professional development, and teaching strategies

- The TLC met bi-monthly and has faculty representation from each division; two academic deans also attend. Interdisciplinary dialogue occurs at each meeting, and in this way, recommendations are made to the Academic Senate.

- Every agenda includes reports regarding research; equity; professional development; SLOs; and the Book-of-the-Year. **Please See Appendix A for Example Agenda**
- In the spring semester of each year, the chairs of departments or their designees are invited to present the department's quadrennial capstone program review reports. Highlights are included in the subsequent minutes. **Please see Appendix B for Example minutes**

B. Oversight committee for Academic Program Review and ILOs in academic Affairs.
- As a result of interdisciplinary dialogue, the TLC made a recommendation to the Academic Senate to revise the Program Review template to incorporate Annual and Quadrennial reporting into one document (app. A.S. 04-25-17). Part II was added so that departments could "close the loop" of the four-year assessment process.
  https://www.sac.edu/committees/TLC/Documents/Program%20Review%20Template_bnj_Revised%2005-02-17.pdf
- The TLC has a full ILO discussion and makes recommendations to the Academic Senate and College Council. **Please see Appendix C**

C. Sponsors the Book-of-the-Year in tandem with the Nealley Library
- The TLC has a workgroup that has developed year-long activities related to the BOTY. This is the eighth year of this initiative; the book was *between the World and Me* by Ta-Nehisi Coates.
  The Nealley Library website contains a detailed page announcing curriculum projects, presentations, and events.
  https://www.sac.edu/Library/BookOfTheYear/Pages/between.aspx
  The final event was sponsored by the Teacher Ed program. It will take place in Phillips Hall on May 31.

  BOTY 2017 Flyer.pdf

D. Advisory Group to Academic Senate Regarding Accreditation
- Accreditation Reports are made by the TLC chair who also serves as the College ALO. Discussion of all accreditation reports occur as needed at TLC meetings, and recommendations are made by the members.

E. Communicates to Academic Senate and College Council.

- The TLC chair makes reports to the Academic Senate and College Council regularly.

FINAL COMMENTS

The TLC is a recommending body to the faculty and administration for updating the Strategic Plan, making revisions to the program review process, and strengthening success and achievement rates. Thematic threads found in multiple program review reports are forwarded to the Academic Senate and College Council for information utilized in decision-making though the governance process.

It has been a pleasure to chair the Teaching Learning Committee since its inception, as teaching and learning are the heart of this institution. Interdisciplinary discussions have many purposes, not the least of which, is to understand disciplines that are not one's own and to incorporate the "unthinkable" into a discipline and observe student success rise. This year a strong culture of research and professional development has filtered through the entire campus, and the TLC has been an active participant in research efforts. This has been the experience of the members of the TLC: Chemists are infusing more writing into their learning activities; linguists want to learn to infuse numeracy into theirs! Professional development happens at every meeting, and our students benefit.

The members of the Teaching Learning Committee thank all of our faculty, administrative, and classified employee partners, without whom we could not do our work in the classroom and in our offices.

Respectfully submitted,

Bonita Nahoum Jaros, Ph.D.
Chair, Teaching Learning Committee

APPENDIX A
Example Agenda

SANTA ANA COLLEGE
Teaching Learning Committee
Agenda
May 8, 2017; 1:00-3:00pm; A-112

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

- I.   **Public Comments**
- II.   **Approval of Minutes of April 24, 2017**
- III. **Research and Equity—George**
- IV.   **Program Review—Quadrennial Capstone Reports (Political Science, Manufacturing Technology, Kinesiology)**

Political Science:
http://www.sac.edu/Program_Review/HSS/PoliSci/Annual%20Planning%20Portfolio%20and%20Quadrennial%2019QT%20Cap/Political%20Science%202016%20PAPR.zip

Manufacturing Technology:

Kinesiology: (will be posted prior to the May 8th meeting)

- V.   **ILO Analysis**
- VI.   **Professional Development—Mary**
- VII.   **Book-of-the-Year:** *Between the World and Me* **by Ta-Nehisi Coates/Discussion of the 2017-18 and 2018-19 BOTY--Yolanda**
- VIII. **Other: End-of-Year Report**

APPENDIX B
Example Minutes

SANTA ANA COLLEGE
Teaching Learning Committee
Minutes
April 24, 2017

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: Becky Ettinger, Suzanne freeman, Yolanda Garcia, James Hester, Mary Huebsch, Shelly Jaffray, Jarek Janio, Bonnie Jaros, Melanie Mowrer, Carrie Patton, Irene Soriano, George Sweeney

Guests: Mary Steckler

I. **Public Comments**—Melanie reported that several TLC members attended the Continuing Education Resource Information Fair, Saturday, April 22, 2017, and that there were over 600 attendees.

II. **Approval of Minutes of March 20, 2017**—The minutes of March 20, 2017 were approved as written.
   Approval of Minutes of April 3, 2017—The minutes of April 3, 2017 were approved as written.
III. **Research and Equity—No Report**
IV. **Program Review—**
   A. **The ILO Charts are due; the ILO this year is Information Management. ILOs Received as of April 27, 2017:**

Business	Humanities and Social Sciences	
 Bus Div ILO - Info Mgmt F16.pdf	 INSTITUTIONAL LEARNING OUTCOM	 ILO Assessment (Information Manag
Counseling CNSL ILO 2016 17 Info Competency.dc	**Kinesiology** **DEFERRED**	
Fine and Performing Arts	**School of Continuing Education**	

Institutional_Learning_Outcome_Assess	INSTITUTIONAL_LEARNING_ASSESSMENT
Human Services and Technology Technology Division - ILO - Sprir Human Services Division - ILO- Sprin	**Science, Math and Health Sciences** INSTITUTIONAL LEARNING OUTCOM

Please refer colleagues to the Resources page of the TLC site for instructions and charts.
http://sac.edu/committees/TLC/Documents/Institutional_%20Learning_Outcomes_How_To_from_TLC%2009-15-14.pdf

3. Information Management	**a. Information Competency** Students will do research at a level that is necessary to achieve personal, professional and educational success. They will use print material and technology to identify research needs, seek, access, evaluate and apply information effectively and responsibly. **b. Technology Competency** Students will use technology learning tools and technology applications at a level appropriate to achieve discipline-specific course requirements and standards. Demonstrated skills might include, but are not limited to: word processing and file management; use or development of simulations, web pages, databases; graphing calculators; etc.

B. **Quadrennial Capstone Reports (Nursing, Political Science, SCE ASE, Manufacturing Tech)—**The reports of Political Science and Manufacturing Technology were deferred to May 8, 2017. The report for Kinesiology will be received shortly and posted on the www.sac.edu/program_review site.

Nursing:
http://sac.edu/Program_Review/ScienceMath/Nursing/Annual%20Planning%20Portfolio%20and%20Quadrennial%2019QT%20Cap/Quadrennial%20Capstone%20Report%20Form%202015%20final-Nursing.pdf

Mary Steckler, the Nursing department SLO lead faculty member, presented the Nursing Department program review report. She emphasized that the Nursing Department is simultaneously a department and a program. As it has BRN accreditation standards related to outcomes, many of the processes followed are directed by the exigencies of this accreditation. To

that end, the department has shifted from a content-based curriculum to a concept-based one and is in process of transitioning. The curriculum is designed to go from simple to complex; although the SLOs do not vary, the methods of assessment do so the complexity increases.

Mary shared two charts with the TLC (see below) and demonstrated how course-level SLOs integrate to PLOs, which integrate to the college-wide ILOs. The department has also combined ILOs as follows: Thinking/Reasoning & Life Skills; Communication & Information Management; Careers, Civic Responsibility & Diversity because these are interconnected in the program.

The department meets monthly and conducts dialogue about assessment methods and how they are working not only in terms of student success but in terms of how the faculty is creating the assessment tools. In addition, all SLOs are evaluated in every course every semester, so there is a large body of data for the program. (TracDat is utilized.)

The TLC was very appreciative of the presentation and thanked our colleague for the charts she shared.

SAC Conceptual Framework for Nurs

Concept Based Curriculum Outcome

SCE ASE:
http://www.sac.edu/Program_Review/SCE/ASE/Annual%20Planning%20Portfolio%20and%20Quadrennial%2019QT%20Cap/ASE-QuadCapstone-F-16.pdf

Carrie Patton, Chair of the ASE Department, presented the SCE ASE program review report. Carrie shared that ABE and GED have been separated from the program at this time since there are 77 courses in the high school program and bridge courses as well. It is recommended that the complete report be read at the link above since there are many intricacies involved with this multi-disciplinary program. However, some highlight include:

- FTES is the biggest issue at this time.
- Pathways have been streamlined in Math; this will be tried in each discipline.
- SLOs are measured on a cycle since there are so many subjects and so many courses.
- BSI has supplied funding for iPads and equipment needed for student success.
- The department is trying to determine how to define measurements such as student success, retention and completion, as this is an open entry/open exit program and does not follow the same patterns and programs in the credit program.

The TLC thanked our colleague, who is a highly-respected contributing member of this committee.

V.   **Basic Skills Discussion—Deferred until the ILO discussion.**

VI.   **Professional Development—**Mary reported on several upcoming professional development opportunities, including a Prezi workshop (April 26, 11:00 am, A-112--flyer below), Reading Apprenticeship follow-up (Tuesdays at 9:00 am in A-208), Mindset matters for Student Success—Building Motivation (May 2nd, 2:00pm, Learning Center D-307—flyer below) and Tech Tips (May 4, 5:00 pm, A-112—flyer below).

Prezi Workshop.pdf   TechTips with Trudy Naman 5.4.17.pdf

VII.   **Book-of-the-Year:** *Between the World and Me* **by Ta-Nehisi Coates/Discussion of the 2017-18 and 2018-19 BOTY—**Voting for the 2017-18; 2018-19 BOTY was extended to Friday, April 28, 2017. There have been 84 respondents to date.

VIII. **Other—There are two more meetings: May 8th —ILO analysis and three quadrennial reports; May 24th —End-of-Year Report.**

Appendix C
Division ILO Reports

ILO Analysis—The following ILOs were received, and the TLC made recommendations:

Business	Humanities and Social Sciences
Bus Div ILO - Info Mgmt F16.pdf	INSTITUTIONAL LEARNING OUTCOM ILO Assessment (Information Manag
Counseling CNSL ILO 2016 17 Info Competency.do	<mark>**Kinesiology**</mark> **DEFERRED**
Fine and Performing Arts Institutional_Learning_Outcome_Assess	**School of Continuing Education** INSTITUTIONAL_LEARNING_ASSESSMENT
Human Services and Technology Technology Division - ILO - Sprir Human Services Division - ILO- Sprin	**Science, Math and Health Sciences** INSTITUTIONAL LEARNING OUTCOM

TLC Recommendations:

- Students need all the proper tools, e.g., smart phones, for technology management. We cannot assume all students have access to these tools. (Counseling; SCE)
- Formative as well as summative assessments would be helpful. (Counseling)
- Consistency in assessment is needed. (SCE)
- For information management, research design DLAs would be beneficial. (Social Science)
- Student needs surveys should be developed. (Social Science)
- Analysis of the needs of the community should be conducted. (SCE)
- Support and training for faculty is needed.
- Oral communication continues to be an issue. (Nursing)
- <mark>Reading continues to be an issue.</mark>

- Critical thinking at the analysis and evaluation levels also continue to be an issue. These are most likely contiguous with reading ability.