



SANTA ANA COLLEGE
Institutional Effectiveness and Assessment Committee
Minutes of November 5, 2008

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

Members Present: Bonnie Jaros, Jeff McMillan, Maria Sugrañes, Sharon Whelan, John Zarske

- I. Approval of Minutes of October 15, 2008**—Approval of the Minutes of October 15, 2008 was deferred to the November 19, 2008 meeting.
- II. Strategic Plan Workgroup Reports**—Sharon and Bonnie held a meeting with Sandy Wood, Cher Carrera and Todd Huck regarding Theme I. They will meet again the first week of December. Maria has been working with SACTAC on Theme II. She has created a grid utilizing the Planning Agenda from the Self Study and aligned it with the Strategic Plan Theme II. Bonnie will be meeting with Paula Garcia regarding Theme VI next week.
- III. Accreditation: Our next Steps**—Bonnie gave out an UNOFFICIAL version of the commendations and recommendations from the WASC-ACCJC Exit Interview. She is in the process of creating a chart consisting of the Self Study complete Planning Agenda by Standard aligned with the team recommendations and a list of persons responsible / timelines for completion.
- IV. TLC Report**—The TLC continues to work on the content and logistics of the Best Practitioners Fair.
- V. Budget Report**—Jeff distributed the Budget Allocation Flowchart and the Budget Report he presented to the Academic Senate. Review of the Budget Allocation Model was one of the recommendations made by the ACCJC team visiting team: Paraphrase for district recommendation—Review BAM so resources are based on plans and program reviews and sustainability of the planning process. Paraphrase of college recommendation—Use allocation model for resources based on plans and program reviews and sustainability of planning process. Review of the model was also part of the Planning Agenda within the *Institutional Self Study for Reaffirmation of Accreditation*. BAPR members will need to consider how this will be done; however, some possible concepts for review might be: control at the college level; allocation based on transparent mechanism to revenue/cost centers; creating a mechanism for evaluating district costs; review of Planning at the district level; college-

supported activities and expenses. Common understanding and clarity of roles will be the essential element no matter the outcome. Jeff will keep the committee apprised of BAPR discussions.

The next meeting will be November 19, 2008 at 2:00 pm in A-105.

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