



SANTA ANA COLLEGE

Institutional Effectiveness and Assessment

Accreditation • Outcomes Assessment • Program Review • Enrollment Management

Agenda

March 5, 2025

2:00 – 3:00pm

Zoom: <https://rscdd-edu.zoom.us/j/9908152376?pwd=VDM4NVRRa01xR3NRajBaa3ZLQml4UT09>

Voting Members: Shazia Aziz, Matthew Bittner, Liza Chavac, Claire Coyne (co-chair), Saeid Eidgahy, Mike Everett, Heather Gillette, Tiffany Heremans, Vaniethia Hubbard, Geoff Jones, Annie Knight, Megan Lange, Andrew Manson, Daniel Martinez (co-chair), William Nguyen, Genesis Garcia Perez, Brandon Rocke, Valeria Rodriguez, David Roper, Sarah Salas, Sean Small, Kim Smith, Robert Stucken, Mark Turner, Monica Zarske

Ex-officio Members (Non-Voting): Dr. Daniel Martinez, Kim Smith, Monica Zarske, Outcomes Assessment Coordinator (vacant)

1. Action Items
 - a. Approval of Agenda for March 5, 2025
 - b. Approval of minutes from October 2, 2024
 - c. Approval of Minutes from November 6, 2024
2. Discussion Items
 - i. Tabled item
 1. Grant authorization form
 - b. Old Business
 - i. Standardized Minutes and Agendas Retreat
 1. Membership
 - ii. Comprehensive Educational Plan (CEP) – Update
 1. Belongingness
 - a. Survey
 - b. Focus groups
 2. Barriers/Partnerships
 3. Coaching, April 2
 - iii. Planning calendars
 1. Long-term
 - a. Enrollment Management Plan – Extend to 2025-26
 2. Annual – Discussion
 - a. What to include
 - b. Format
 - c. Alignment
 3. Participatory governance committee chairs will be asked for updates

- iv. Program review evaluation
 - 1. Timelines
 - 2. RAR process
 - v. SAC Participatory Governance Handbook
- c. New Business
 - i. Committee training
 - 1. Participatory Governance handbook
 - 2. Committee member role and responsibility
 - 3. District Planning Design Manual – Orientation and process
- 3. Subcommittee/Workgroup Reports:
 - a. Program Review – Kim Smith
 - b. Accreditation – Jeff Lamb
 - c. Outcomes Assessment – Matt Morin
- 4. Good of the Order
- 5. Future business