



# SANTA ANA COLLEGE

## INSTITUTIONAL EFFECTIVENESS AND ASSESSMENT

### Minutes

December 2, 2020

2:00 – 3:00pm

Zoom- <https://cccconfer.zoom.us/j/97210888153>

**RSCCD 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.

**Santa Ana College Mission:** Santa Ana College inspires, transforms, and empowers a diverse community of learners.

**Santa Ana College Vision Themes:** I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

Virtually Present: [winchell\\_timothy@sac.edu](mailto:winchell_timothy@sac.edu), [johnson\\_tyler@sac.edu](mailto:johnson_tyler@sac.edu), [king\\_jaki@sac.edu](mailto:king_jaki@sac.edu), [tolentino\\_justin@sac.edu](mailto:tolentino_justin@sac.edu), [bustamante\\_monica@sac.edu](mailto:bustamante_monica@sac.edu), [bootman\\_ashly@sac.edu](mailto:bootman_ashly@sac.edu), [cruz\\_janet@sac.edu](mailto:cruz_janet@sac.edu), [eidgahy\\_saeid@sac.edu](mailto:eidgahy_saeid@sac.edu), [ortiz\\_fernando@sac.edu](mailto:ortiz_fernando@sac.edu), [smith\\_kim@sac.edu](mailto:smith_kim@sac.edu), [nguyen\\_hugh@sac.edu](mailto:nguyen_hugh@sac.edu), [lamb\\_jeffrey@sac.edu](mailto:lamb_jeffrey@sac.edu), [miranda\\_cristina@sac.edu](mailto:miranda_cristina@sac.edu)

- I. Introductions: Dr. Ortiz began the meeting at 2:00 pm. Welcomed all in attendance.
- II. Information:
  - A. Minutes from November 4, 2020 meeting
    - i. Informational minutes were reviewed from the November 4, 2020 meeting.
- III. Discussion:
  - A. Participatory Governance Handbook
    - i. Dr. Ortiz shared a Participatory Governance update. The draft development is continuing, the Participatory Governance taskforce (Monica Zarske, Ashly Bootman, Justin Tolentino, Dr. Fernando Ortiz) will be meeting this month to go over plans to incorporate details on the decision-making process for SAC.
    - ii. Will be presenting the draft at the December 9<sup>th</sup> College Council meeting for first vetting and further direction.
    - iii. Goal is to have document finalized and approved by end of Spring 2021.
  - B. Accreditation Standard I (focus on I.B)
    - i. Justin Tolentino led the discussion by presenting the Accreditation Standard I-B. Assuring Academic Quality and Institutional Effectiveness draft for comments and recommendations. Recommendations made:
      - ii. I.B.1 – Guided Pathway’s 4<sup>th</sup> Pillar and Program Review Site/Work
      - iii. I.B.2 – Starfish
      - iv. I.B.3 - Outcomes Assessment committee's work on revising ILO's and RSCCD Strategic Plan.
      - v. I.B.6 – Factbook
      - vi. I.B.7 – AB705
      - vii. I.B.8 – Results from Research data points

IV. Action Items: No Action Items

V. Subcommittee Reports

A. Outcomes Assessment – Dr. Jarek Janio

- i. Dr. Jarek Janio shared an update on Outcomes Assessment work. Continued work with Erika and Chris in Nuventive, email notifications have been sent.

B. Accreditation – Monica Zarske

- i. Monica Zarske shared brief update on Accreditation work. Draft work is still ongoing and getting closer to completion.
- ii. Shared that Ashly Bootman, Brandon Rocke and Mathew Beyersdorf will be reviewing/editing draft as it continues to develop.

C. Program Review – Jaki King

- i. Jaki King shared a brief update of Program Review. Shared that the committee has met all goals for this year. They have established clear training schedules and PowerPoints to share for reviews.

D. Enrollment Management- Dr. Jeffrey Lamb

- i. Dr. Jeffrey Lamb shared an Enrollment Management update. Details of the last Enrollment Management meeting were discussed:
  1. Dual Enrollment sections with SAUSD and SAC.
  2. Current development of cleaner approach to Block Scheduling led by Drs. Ortiz and Eidgahy
  3. Marketing plans which discuss enrollment status and efforts for Intersession and Spring.

VI. Upcoming 2020-2021 Meetings – All meetings are the first Wednesday of the month from **2:00-3:00pm** unless otherwise noted – Location- Zoom until further notice

VII. Meeting adjourned: 3:00 PM

February 10, 2021 (Second Wednesday)  
March 3, 2020  
April 14, 2021 (Second Wednesday)

May 5, 2021  
June 2, 2021