

SAC COLLEGE COUNCIL MINUTES

June 8, 2016

PRESENT:	Erlinda Martinez Michael Collins James Kennedy Carlos Lopez Sara Lundquist Bonita Jaros Elliott Jones Monica Porter Cher Carrera Sean Small Lithia Williams	ABSENT:	ASG Representative Stephanie Hernandez, ASG
		LIAISON:	Christina Romero
		GUEST(S):	Sarah Salas George Sweeney John Zarske

I. Call to Order

Dr. Martinez called the meeting to order at 9:04 a.m. acknowledging the end of the Centennial Celebration year. She explained that all centennial logos will cease to be used and all documents should be updated with the standard SAC logo with the mission motif.

- II. APPROVAL OF MINUTES** – February 10, February 24, March 23, and April 13, 2016
It was moved by Cher Carrera and seconded by Dr. Jaros that the minutes of the February 10, February 24, March 23 meetings be received and filed as presented. The motion passed unanimously. While the minutes of the April 13 meeting were not ready for review, the summary of the April 13 retreat was previously distributed, discussed and reviewed at the May 11 meeting.

III. SPECIAL/NEW ITEMS1. Board Update

The last board meeting was held on May 31. The next board meeting will be June 13 and Dr. Martinez will be on vacation. There is only one meeting per month in June, July and August. The new President of SAC was named and Dr. Linda Rose will begin on July 18. The transition should be smooth.

2. IEPI Goals

Dr. Martinez discussed how the goals needed to be reviewed and set every year; the one-year goals and the six-year goals. She briefly discussed the Institutional Set Standards (ISS) and accreditation. She explained that IEPI goals are really strength goals and asked Carlos Lopez to review and discuss the IEPI Framework Indicators document that was distributed.

Carlos Lopez shared the SAC Proposed 2016 IEPI Framework Indicators explaining the optional and required goals that come from the State Scorecard. He pointed out the five-year trends and projected goals. For the “unprepared for college” category, SAC has a lot of measures in place and hopes to capture this slow moving trend through CTE and other initiatives that will help move these numbers. The plan is to review and reset these goals annually. Remedial math, English and ESL is to be discussed further along with the pathway between credit and non-credit. Dr. Jaros stated that persistence is an institutional set standard that is part of accreditation though some of the categories from the Chancellor’s Office and the Commission do not align. If

there are any questions, such should be directed to Carlos Lopez, George Sweeney or Janice Love.

3. Meeting Schedule 2016-17

The draft schedule was distributed and accepted as presented. However, it will remain a draft until Dr. Rose has an opportunity to review it.

IV. STANDING/CONTINUING BUSINESS

SAC Safety Report

Dr. Martinez briefly discussed the complications with commencement including parking. SAUSD learned a lot from SAC's commencement and how to address/prepare for potential issues during their upcoming graduations. Dr. Martinez commended all classified, faculty and staff that participated in commencement even though it was a little diffident this year including the bus transportation from SAC. The partnership with SAUSD, City of Santa Ana and SAC made it a successful event. Management staff were very collaborative. Monica Porter thanked the Foundation for the Centennial Medallions that were distributed to every graduate, every faculty member and every volunteer that participated in commencement. Cher Carrera extended thanks to staff in maintenance and operations.

Campus Safety/Emergency Preparedness – No report

Faculty Senate Report

Dr. Jones reported the Faculty Senate is looking ahead at next year. SAC and SCC will meet during the summer to iron out "bumps in the road." The Senate will host their annual retreat with lunch to follow on the Wednesday of flex week and invited everyone to attend but promised more details will be forthcoming.

Classified Report

Sarah Salas reported that CSEA staff is working on filing their proposal for negotiations. CSEA e-board is getting ready for the annual conference, as well as working on a leadership retreat. Staff is looking forward to the four-day workweek with Fridays off during the summer. She also extended appreciation to the administration for their support and acknowledgement at the Classified Appreciation Lunch.

ASG Report – No report

SAC Foundation Report

Dr. Martinez commended Christina Romero and the Foundation for raising over \$1M to support the Centennial celebration activities and the scholarship campaign. Christina Romero noted how proud she is of all that was accomplished. Dr. Martinez explained that background work is now being done to reach out to the donors that supported the Centennial.

Enrollment Update

Mr. Lopez provided an enrollment update noting that overall it is going to be a "real squeaker". While down 4%, SAC was able to capture some from last year. Credit is down ½% overall with a projection of hitting flat. Summer enrollment has been up and down over the last week. Last Friday enrollment was up but yesterday down 4½%. Dr. Martinez reminded everyone of the BOG Waiver regulations that will impact next year. Though SAC borrowed from summer this year that will not be an option next year. It is anticipated that SAC will enter

stabilization. If SAC goes into stabilization, it will be next year not this year. Dr. Collins briefly spoke about stabilization and the difficulties that follow in building budget base again. If SAC goes into stabilization, it is a two-year fixed funding level. It is vital to find ways to avoid stabilization.

Dr. Lundquist distributed and reviewed Middle College High School (MCHS) fast facts and the weekly progress report for early decision. SAUSD is working on making Godinez a core curriculum early college high school. Last year SAC enrolled 843 full-time students from SAUSD and this year 1140 with part-time remaining about the same. Additionally, SAC has 1000 laptops to distribute for students' use their first year. She briefly discussed financial aid and scholarships, bookstore and IQ bar focused on keeping students at SAC. Dr. Jaros suggested that directional signs be posted around campus due to the maze of construction.

Budget Update

Dr. Collins reported that SAC had a good fiscal year and the budget has performed well. SAC will have an ending balance which will become fund 13 (carryover). 2016-17 is going to mirror 2015-16 budget. It will include utilities and fixed costs. The ending balance will be around \$7M; with \$5M already committed. The goal is to invest in the schedule and generate FTEs with consideration for continuing education, distance educations and technologically to continue to advance. Personnel costs are unknown for 2016-17 with some pending collective bargaining and on-going resources for on-going costs. Construction will be present through 2020. Funds have been set aside to identify and create areas for group study and team collaboration. That left \$2.24M reserve for "rainy day" in coming years. This is projected to weather the storm and make it to 2018-19 without cutting the budget. It takes everyone to team up to produce successful student outcomes. The State Budget goes to the Governor on June 15. It is a positive-good budget for 2016-17. Dr. Martinez confirmed the tentative budget will be presented to the Board on June 13. Adopted budget will be presented to the Board in the fall.

Accreditation Update

Dr. Jaros briefly discussed the upcoming mid-term report noting it is in progress.

Calendar of Events

The calendar of events was reviewed and briefly discussed

V. SHARED GOVERNANCE REPORTS

Curriculum and Instruction Council

Monica Porter gave a brief report on the activities of the Curriculum and Instruction Council noting 25 revised courses, 41 deletions, with 25 established ADTs and two pending. The discussion on common assessment has begun. There has been a discussion about the residency and proficiency certificate with a requirement that at least 50% of classes must be from SAC. SAC and SCC are consulting on matters related to STEM majors. A first read and recommendation of the reading proficiency has been completed. Curricu-net media group is working on changeover. BA degree is moving along with OTA submitting curriculum as a single package; there is a summit coming up on July 6 and ACCJC have lowered units to 40 instead of 45. Brian Sos will work with Monica next year as co-chair for a one-year transition.

Dr. Jaros reported on the TLC committee noting the end of the year report is on the website and ILO (instructional leaning outcomes) set for next year for improvement.

Facilities Committee

Dr. Collins reported the facilities committee reviewed the Facilities Master Plan this year and provided feedback. The committee really focused on secondary affects and what will be disrupted as projects are underway or in planning. Parking continues to be an issue. A big part of the meeting was understanding the parking survey and emerging work. The committee also discussed issues related to internal and external users of SAC facilities. Dr. Jaros was invited to a committee meeting to discuss accreditation role and effectiveness of committee. The end of the year report will be done by the end of the month and will include work on water conservation and containment stations for students.

Planning and Budget Committee

Dr. Collins confirmed that the Planning and Budget Committee monitors and analyses the college budget and expenses; plans and gives periodic reports; established priorities, drafted the tentative and adopted budget for this year and next year. RARs were made available for committee review. The budget model was evaluated and discussed with feedback provided. The committee goals were established and planning manual approved by the committee. The committee focused on accreditation role and fiscal resources with a very robust discussion on how to evaluate and obtain feedback for future planning.

Student Success and Equity Committee

George Sweeney provided an end of the year report for the Student Success and Equity Committee. The written report was distributed as he verbally reviewed the document noting the highlights for the year. He noted it was a busy year and anticipates a busy summer. The committee is looking at persistence. SAC is the first in the State to become a scaled implementation for Math Redesign. The Student Portal will roll out this fall semester. The Student Educational Planning Tool will allow counselors and students to more accurately track and update educational plans. SAC received the Basic Skills and Student Outcomes Transformation grant and will develop a co-requisite model for Career and Technical Education and Basic Skills; will develop measures to accurately place students in Math, English, EMLS and Reading; create compressed courses for those placed two levels below transfer in English; and working on articulation agreement with SAUSD for senior year course to progress students into transfer math in the freshmen year. In the year ahead, the committee anticipates having every classroom fully mediated. Huge upcoming projects is the migration to the "cloud" and eliminating the legacy system.

VI. OTHER BUSINESS

1. Reorganization

- Director, Special Program (new) and Part-Time International Student Program Specialist (new) – This is a reasonable request to support the International Student Program and will be funded through the International Student Program tuition revenue. These two requests were approved to move forward with the understanding that CSEA will discuss concerns at the next level with HR.
- Student Services Coordinator (full-time) (new) – This position is to handle dual enrollment. Funding is from Student Equity. This position will help

with persistence. This request is approved and to be forwarded to HR for processing.

- School of Continuing Education – Part-Time Counseling Assistant – Additionally this request was sent to Classified Representatives for review and approval via email on June 13 as it was mistakenly left off the agenda. It simply adds the Bilingual English/Spanish requirement that assists with meeting the needs of students through the School of Continuing Education. Upon Classified Representatives' approval, it was sent via email to College Council confirming approval and to be forwarded to HR for processing.

VII. ADJOURNMENT

The next meeting is scheduled for July 13 (if needed). This meeting adjourned at 10:45 a.m.