

SAC COLLEGE COUNCIL MINUTES
March 14, 2018

PRESENT:	Linda Rose Adam O'Connor James Kennedy Madeline Grant Monica Zarske Elliott Jones Sean Small Lithia Williams Juan Esqueda, ASG President Pedro Mendez, ASG 2 nd Representative	LIAISON:	Lt. Scott Baker Christina Romero
ABSENT:	Shelly Jaffray	GUESTS:	Brenda Estrada Elsa Garcia Theresa Hagelbarger Martha Herrera-Montoya Alicia Kruszeng Janice Love Teresa Mercado-Cota Michelle Priest John Steffens Melissa Utsuki

I. Call to Order

Dr. Rose called the meeting to order at 9:07 a.m.

II. Action/Discussion Items

1. Branding Update – College Council members and guests participated in Conference Call with VisionPoint representative, Tony Poillucci, Vice President and Creative Director. Mr. Poillucci discussed the Brand Pillars and Personality Traits discovered during their visit in February 2018. Dr. Rose stated the pillars support the Educational Master Plan update, goals for the college and the development of the college vision statement and values. VisionPoint results are to be shared with constituents and feedback to be shared at a future Planning Workgroup meeting. Melissa Utsuki shared the next step is to conduct a survey of SAC students.
2. Planning Workgroup – Dr. Rose briefly discussed the Planning Workgroup folder on the H: Drive and suggested access be given to college council to review documents as she continues to add more files.

III. Standing/Continuing Business

1. Approval of Minutes – January 24, 2018
It was moved by Monica Zarske and seconded by Lithia Williams to approve the minutes of January 24, 2018 meeting as presented. The motion carried unanimously. Additionally, it was reported out that the reorganization of the Support Services Assistant in Student Services reporting assignment be changed to Academic Affairs was approved via electronic vote of the college council membership on March 2, 2018. Following approval by College Council, the reorganization was forwarded to HR.
2. President
 - Classified Report – Sean Small shared concerns of classified staff on the front lines hearing from students about difficulty to meet with counselors. He distributed the Graduation Specialist job description and noted verbiage that permits staff to assist students especially during peak times. It might be a good solution to meeting the needs of students. Dr. Rose noted the counseling area will change significantly, as guided pathways is implemented.

- SAC Foundation Report – Christina Romero provided a brief report on donors that support SAC students and the ability to transfer. She will continue to build industry partnerships through faculty and staff.
 - Public Affairs – Melissa Utsuki announced the Central Mall Grand Opening on March 23 noting that California Community Colleges Chancellor Eloy Oakley would attend. Teresa Mercado-Cota discussed upcoming professional development workshops and encouraged staff (and students) to attend. She also discussed the Excellence Awards Ceremony on May 10. She also noted other community events held on campus.
 - Research – Janice Love briefly reviewed new reports available through the Research Department. She also discussed the Santa Ana Partnership Scorecard.
 - Information Technology – John Steffens discussed current technology projects that are tied to guided pathways. While the procedures are in place, he is working to align them with district priorities. The texting system is vital as it impacts all communication paths for students.
3. Academic Affairs
- Faculty Senate Report – Monica Zarske reported on recent academic senate activities including the approval of the updated Department Chair Resource Guide. Nominations for executive board members is being handled by Dr. Jones. Academic Senate meeting with FARSCCD representative Kristen Guzman regarding evaluation process and the message to be carried forward. Chief Bland to attend a future SAC Academic Senate meeting. Guided Pathways is a routine item on the senate agenda and design teams are being developed. Noemi English and Basti Lopez De La Luz presented information on the difference between AB540 and DACA (Dreamers Act) and who to contact for questions.
 - Curriculum and Instruction Report – No report.
 - Enrollment Report – Dr. Kennedy shared a brief report on enrollment. Credit projects to be below spring target and noncredit is declining. SAC is within range to borrow and get to the 2015-16 base. It is anticipated the 2015-16 base will be used as starting point for new funding formula. A brief discussion followed about the 4-week summer session. It is a critical time for the college to reduce budget by \$1.7 million, maintain enrollment at 2015-16 base and successfully keep the large college status.
 - Accreditation Report – A visit by the ACCJC has been rescheduled for April 18 for review of the Occupational Studies BDP. It will be a half-day visit and the entire report becomes part of the overall comprehensive Self Evaluation Report and visit in Spring 2022. Dr. Rose is currently working with Shelly Jaffray to complete the annual report for ACCJC that is due at the end of this month.
4. Administrative Services
- SAC Safety Report – Lt. Baker agreed to provide the written policy on parking as requested by Madeline Grant. Lt. Baker and Monica Zarske will meet separately to discuss written outline to share with faculty. Lt. Baker also reported safety staff met with ASG and has more scheduled.

- Facility Committee Report – Adam O’Connor reported on the recent meeting of the Facility Committee on February 20 with a focus on parking procedures and keying project.
 - Planning and Budget Committee Report – Adam O’Connor reported the Planning and Budget Committee met on March 6 with a focus on district budget assumptions, college budget reduction of \$1.7 million and committee goals for progress and updates through 2018-19. One stated goal included the evaluation of the budget process and program review.
5. Continuing Education – Dr. Kennedy shared that a medical career workshop is scheduled for April 20 and includes information for transitioning to the credit side. Continuing Education staff is making calls to students that haven’t returned to class to determine why and how that can be remedied.
 6. Student Services
 - ASG Report – Juan Esqueda provided a brief report on student activities including the LGBTQ Awareness Day in April that is being moved to the new Amphitheatre. Students have met with Associate Dean regarding concerns for Health and Wellness center. Applications for ASG elections are now available. Pedro Mendez noted 18 student clubs will be represented at the Central Mall Grand Opening.
 - Student Success & Equity Committee Report – Alicia Kruienza noted that the Student Success & Equity Committee is reviewing the membership. A small committee has been tasked with reviewing requests for funds though the majority of money is tied to salary. Requests are due tomorrow and funding arrives in October.

IV. Other Business

1. Administration Status – Dr. Rose noted the selection committees for the VP of Student Services and VP of Academic Affairs have completed their processes with final interviews scheduled for the end of the month and before spring break. The selection process for the VP of Administrative Services is progressing and more will be known in April or May.
2. Budget Reductions – Dr. Rose explained that SAC President’s Cabinet is reviewing expenditures to make reductions of \$1.7 million. The college will be impacted by the State Budget and therefore the reason why Guided Pathways is essential to moving the college forward. Santa Ana College serves students from pre-K, high school, adults, to continuing education and older adult education. Even continuing education needs to be workforce focused. SAC ranks #1 in the awarding of certificates in the State. It is going to take some work to shift that to graduation rates and increase transfer. Dr. Rose briefly discussed the last guided pathways institute #3. By March 30, the college should complete mapping of meta majors. The 20 colleges advancing through the initiative now will be the first to receive allocation funding of \$1.5 million and that includes SAC.
3. KinderCaminata is Friday, March 16 and the rain contingency plan is to host the event in the gym.

V. Next Meeting and Adjournment

The next meeting is scheduled for March 28. This meeting adjourned at 11:33 a.m.