

SAC COLLEGE COUNCIL MINUTES
September 11, 2013

PRESENT:	Erlinda Martinez Michael Collins James Kennedy Sara Lundquist Linda Rose John Zarske Madeline Grant Sean Small Jorgie Sandoval, ASG President	ABSENT:	Janet Grunbaum ASG Representative
		LIAISON:	Christina Romero
		GUESTS:	Rhonda Langston Monica Porter

I. CALL TO ORDER

Dr. Martinez called the meeting to order at 9:07 a.m. with reflection on the convocation message of "building a plane in the air." Dr. Martinez explained that Classified Representative Janet Grunbaum and Lt. Wooley were unable to attend the meeting.

II. APPROVAL OF MINUTES – August 28, 2013

The minutes of the August 28 meeting were presented for review. With no changes or edits submitted, the minutes were approved as presented by consensus.

III. SPECIAL/NEW ITEMS

Board Update

Dr. Martinez reported the September 9 Board Meeting included some updates to board policy and other routine items.

Accreditation

Dr. Martinez explained that accreditation processes are moving along nicely. Dr. Rose reported on the recent meeting of the co-chairs. The co-chairs were given information for the development of their portion of the self-evaluation report. A timeline for submission of drafts was also given to the co-chairs. An initial draft is expected to be ready for review by December. Dr. Rose and Dr. Lundquist met with ASG leadership to provide an overview of accreditation and the importance of having students involved.

Professional Development

Dr. Martinez noted the initial meeting of the Professional Development Task Force will meet today. At that meeting two documents will be reviewed. The meeting is not designed to plan activities, but to consider the structure for professional development.

IV. STANDING/CONTINUING BUSINESS

SAC Safety Report

Lt. Wooley was unable to attend the meeting, but submitted an incident report for the period August 26, 2013 through September 8, 2013. A brief discussion followed. Dr. Martinez further explained that Alistair Winter, the interim for District Safety and Security, suggested "threat Assessment" training could be conducted on campus and noted that he was referred to Dr. Lundquist so that the Psych Team could be included as well. The "Emergency Preparedness" video was also shown to college

council. It is located on the SAC Website under the Safety and Security tab. A brief discussion followed about how the video can be used with new and part-time faculty, with students and other meetings on campus.

Faculty Senate Report

Mr. Zarske reported the senate held their first meeting yesterday with many questions regarding intersession. Other topics of discussion include the senate annual membership drive; faculty duties and responsibilities and faculty priority requests that are due September 27. Mr. Zarske also discussed "save the date" for October 29 at 1:30 p.m. at the DO for a meeting of SCC and SAC senates and Trustee Jose Solorio to meet with former senator Dean Florez. The senate had its first reading of the resolution of temporary expansion of courses and updating of the faculty handbook. Each division will take a section to review.

Classified Report

Mr. Small reported that all is quiet for classified employees and had no additional information to report at this time.

ASG Report

Mr. Sandoval asked a follow-up question regarding students and others using abusive language with staff. At a recent student meeting the subject was discussed.

Mr. Sandoval reported on a number of student activities including the ASG Welcome Back BBQ and extended appreciation to SAC Foundation, SBO and Bookstore for their support and donations for the event. Over 600 students participated in the event. Upcoming events include Voter Registration campaign that began today and the Latino Heritage celebration planned for September 25. Mr. Sandoval thanked Dr. Rose, Dr. Lundquist and Mary Huebsch for meeting with students to discuss accreditation; a few more students are now interested in participating. Mr. Sandoval confirmed that he is almost complete with the appointments of students to the various participatory governance committees. In concluding his report Mr. Sandoval extended his appreciation to the council for supporting him during some recent challenging moments. Monica Porter requested that a student representative be appointed to the Curriculum and Instruction Council.

SAC Foundation Report

Ms. Romero announced the annual payroll deduction campaign is in full swing. The goal is to engage new donors and increase current donations. All money raised goes to the "greatest need fund." Applications for innovation grants will be available soon. Schools First Federal Credit Union has agreed to support the fund. Dr. Lundquist further explained that the innovation grant focuses on college completion programs. The President's Circle fall event is scheduled for September 26 with 50 confirmed attendees. In concluding her report, Ms. Romero announced the SAC Foundation audit was complete and auditors stated "SAC Foundation is the Best!"

Enrollment Update

Dr. Rose reiterated the phrase "building a plane in the air" as SAC attempts to capture growth or access funds by increasing enrollment. She explained that the deans are tracking FTE themselves. There are two 8-week sessions with some classes based on the interest lists from students. SAC was able to add three classes

for the fall semester. SAC is on target. Board approval for the addition of intersession will be considered at the September 23 meeting.

Calendar of Events

Dr. Martinez briefly reviewed upcoming events.

V. SHARED GOVERNANCE REPORTS

Curriculum and Instruction Council

Accreditation Committee

Technology Committee

Facility Committee

Dr. Collins announced the next facilities meeting is September 17. The committee will review active projects list and discuss measure Q and E updates. Dr. Collins discussed the old mosaic tile panels on Russell Hall which will be replaced immediately as the result of one falling to the ground. Thankfully no one was hurt. DSA will need to approve the "fix it" plan to address this exterior panels. Dr. Collins also noted the flags are at half-mast in remembrance of Patriot Day and the events of 9/11. As of September 16 all key and transportation services will be conducted through the M & O office (at the rear of campus).

Planning and Budget Committee

Student Success Committee

Institutional Effectiveness and Assessment Committee

Safety and Security Committee

VI. OTHER BUSINESS

Reorganizations

- Intermediate Clerk (19hrs/32 weeks) (restricted funds)
- Student Services Specialist (increase hours from .375 to .475) (restricted funds)
- Ongoing Learning Facilitator (x4) (restricted funds)

Following a brief explanation for the need of these reorganizations and answering any questions, the reorganizations were approved for moving forward to HR.

College Hour – No report

Intersession

Dr. Martinez reported that Joint Cabinet members met yesterday and noted that a proposed intersession will be considered by negotiation teams for the District and FARSCCD. A revised calendar has been drafted for presentation to the Board once an agreement has been reached between the District and FARSCCD. The board is expected to take action on the revised instructional calendar on September 23. The Joint Cabinet discussed a mock schedule and has begun to plan should the revised instructional calendar be approved. When asked if a copy of the draft calendar could be obtained, Mr. Zarske offered to provide it for Mr. Small. Mr. Zarske also noted that faculty wish to be part of the discussion for selection of courses to be offered. Dr. Rose confirmed that courses would be in response to student needs for success. Mr. Kennedy noted that School of Continuing Education's non-credit calendar would not change.

Requests for Authorization to Apply for a Grant

- APA Grants for Internship Program
- Lumina Community Partnership for Attainment

Dr. Lundquist briefly reviewed the two requests for authorization to apply for a grant. There were no objections to their submission.

Stolen Plaque

Mr. Small confirmed that he is conducting research to determine whose plaque was stolen near a tree and the Veteran's Memorial at the west end of the Johnson Center. At this time, no one is able to confirm who the plaque was dedicated to. There was also a discussion about the plaque near the planetarium that will be moved to the memorial garden near Chavez (17th Street and Bristol corner).

VII. ADJOURNMENT

The next meeting is scheduled for September 25 at 9:00 a.m. online via cccconfer. This meeting adjourned at 10:15 a.m.