

SAC COLLEGE COUNCIL MINUTES
May 14, 2014

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

I. CALL TO ORDER

Dr. Martinez called the meeting to order at 9:05 a.m. with an introduction of Raquel Manriquez, the ASG President for 2014-15.

II. APPROVAL OF MINUTES – March 26, 2014 and April 23, 2014

The minutes of the March 26 and April 23, 2014 meetings were provided for review and approval. With no comments, edits or correction of facts submitted, the minutes of the March 26 meeting were approved as presented. The April 23 minutes were approved with a correction submitted by Dr. Collins to page 4, Planning and Budget Committee report, the last sentence should read: The College **must** realize \$800,000 in **part-time faculty** savings this year.

III. SPECIAL/NEW ITEMS

1. Board Update – no report

2. Strategic Plan Update

College Council reviewed the draft strategic plan update with Dr. Collins and Mr. Kennedy providing explanations for changes made to the document. A brief discussion followed including the change of SACTAC reporting to the Planning and Budget Committee, as well as adjustments made to membership being considered by College Council today. Ms. Grant inquired about adding workforce development and agreed to provide language for consideration. It was suggested and agreed that College Council would continue to review the draft document and consider for approval at the next meeting.

3. Classified Employees Communication Survey 2014 - Results

The results of the Classified Employees' Communication Survey, Spring 2014 were reviewed and discussed at length. Dr. Martinez noted that she will review these results and the Focus Groups results (which are not yet available) at a future management council meeting. During the discussion, Ms. Langston suggested employees who have issues with their managers should have a mechanism for expressing their concerns; an opportunity to be heard and thus avoid such information being placed in this type of document. Mr. Small noted there appears to be a great amount of fear of retaliation from managers by classified employees. Dr. Martinez stated she would ask managers to implement two new strategies during the fall to address this issue.

4. Accreditation Report

The draft self evaluation report is being reviewed for statements of facts. The first reading will be presented to the Board of Trustees on May 27 with expected

approval on June 9. Dr. Rose stated the teams are working on the 21 eligibility requirements by ensuring the information is accurate along with preparing a much better catalog for next year.

5. Governor's Budget

Dr. Collins reviewed the Governor's proposed budget which was released yesterday noting possible impacts to SAC and RSCCD. All implications are not yet known. Dr. Collins reported the good news for the 2014-15 budget is if everything holds true there will be a decrease in deficit spending which means less impact on budget stability. The bad news is no new instructional equipment money. 75B or unfunded liability will require employer contributions increase for 2014-15. Additional good news is the "rainy day fund" which builds a contingency reserve. Following discussion and answering of questions, Dr. Collins concluded his report noting possible increase to non-credit which would be huge for SAC (\$8 million possibility).

IV. STANDING/CONTINUING BUSINESS

SAC Safety Report

Interim Lt. Follo reported on recent incidents that occurred on campus and at CEC. The M & O staff along with Facilities Manager, Mark Wheeler, was commended for their quick responses in addressing emergency concerns.

Campus Safety/Emergency Preparedness

The Active Shooter Drill is being planned for August 6. It will include a partnership of SAPD and OCFA with building A, C, and P being planned for the drill.

Faculty Senate Report

Mr. Zarske provided a report of the senate meeting held last week. Dr. Elliott Jones is the newly appointed President Elect while Madeline Grant will continue in her role as Secretary/Treasurer. Other topics of discussion at the senate meeting included new administrative regulation regarding sexual harassment. The SAC and SCC senates are reviewing aspects of the regulation that reference academic freedom. Feedback is expected at the next senate meeting. First reading of the faculty handbook and two resolutions are being considered. Mr. Zarske briefly commented on the discussion at the RSCCD Board meeting related to SB850 which is the bill for setting a pilot program at community colleges to offer BA degrees but only in programs that are not offered at CSUs or UCs (such as welding). The RSCCD Board supports the bill. In concluding his report, Mr. Zarske reminded everyone of the upcoming excellence awards on May 20 and encouraged their attendance.

Classified Report

Mr. Small discussed a concern that has been brought up to CSEA regarding employees serving as volunteers at commencement. Dr. Martinez explained that some employees are assigned to that site for the day due to the nature of activities.

ASG Report

Mr. Sandoval briefly reported on the SAC/SCC ASG proposal to increase the activities fee by \$5. It was also recommended that the method for collection of these fees be considered as well. Mr. Sandoval explained the increased in fees will help support student life programs and services. It was moved by Mr. Zarske and seconded by Mr. Small to approve the ASG proposal to increase the activities

fee by \$5 and also change the method of collection as presented. With no objections, the motion passed unanimously as presented.

SAC Foundation Report

Ms. Romero briefly reported on the status of the centennial campaign which has reached 90% of match funds available. She also announced the upcoming Scholarship Ceremony to be held on Friday, May 16 asking for RSVPs if planning to attend. Peggy Card-Govela was commended for reaching out and acquiring more involvement of faculty in the scholarship selection process.

Enrollment Update

Dr. Rose reported on enrollment and noted that early decision registration has begun with outreach to our SAUSD schools. The moving of Dunlap Hall occupants to The Village should not impact summer enrollment. Those moving out of Dunlap Hall will receive moving boxes on Friday.

Calendar of Events

The end of the year schedule of activities was provided for review.

V. SHARED GOVERNANCE REPORTS

Curriculum and Instruction Council

Technology Committee

Facility Committee

Planning and Budget Committee

Dr. Collins presented a memorandum from SACTAC recommending the membership be changed to reflect 3 managers, 3 classified (CSEA appointed), 6 faculty (one from each academic division), 1 library, 1 student services, 1 distance education coordinator, 1 faculty as Co-Chair and 2 students. There were no objections to the proposed recommendation.

Dr. Collins also noted that the June 3 Planning and Budget meeting is cancelled but remains tentative due to possible information on the Governor's budget proposal.

Student Success Committee

VI. OTHER BUSINESS

1. Reorganizations

- Fine & Performing Arts – Instructional Assistant/Art – Fine Art & Theatre Facilities Technician
- Kinesiology – Assistant Athletic Trainer/Therapist
- SCE/CEC – Counseling Assistant – Assessment Assistant 19-hour Part-time
- Foundation – Administration Secretary – Development Assistant
- Administrative Services – Maintenance Supervisor
- Athletic Physical Education Equipment Assistant (16 weeks Fall)

Each of the reorganizations were reviewed with explanations provided justifying the request and questions answered. Noting that some positions were being changed from short-term to part-time ongoing, positions were included in department RARS and in the case of the Development Assistant, the Foundation is being asked to provide 10% of the funds needed to support the request. The foundation is a unique operation with unique duties. When asked

if a change was being made to the director position, Dr. Martinez explained that a request for a title change has been submitted. Mr. Small noted that CSEA will propose that the Development Assistant position be open to all qualified employees to apply if changed and also asked that Jennifer Valencia's name be removed from the proposed job description. Dr. Martinez also explained the Maintenance Supervisor position is one to oversee the grounds and trades positions which would provide day-to-day leadership and offer a promotional opportunity. Following the discussions for the proposed reorganizations, it was agreed to forward requests to HR for processing accordingly.

2. Request for Authorization to Apply for Grant
CSUF/SAC – CIBE (Center for International Business Education Grant)
Collaboration

Ms. Grant provided a brief overview of the \$250,000/\$300,000/per year grant with no match funds required in partnership with CSU, Fullerton serving as the fiscal agent. The number one objective is to provide a pathway. Dr. Rose noted that CSU, Fullerton sought out SAC for this collaborative project. With no objections, the request was approved as presented.

VII. ADJOURNMENT

The next meeting is May 28 and will be held in person in S-215. This meeting adjourned at 10:51 a.m.