

SAC COLLEGE COUNCIL MINUTES

April 23, 2014

PRESENT: Erlinda Martinez
Michael Collins
James Kennedy
Sara Lundquist
Linda Rose
John Zarske
Madeline Grant
Cher Carrera
Janet Grunbaum
Sean Small
Jorgie Sandoval, ASG President

ABSENT: Jonathan De La Mora

LIAISON: John Follo

GUESTS: Rhonda Langston

I. CALL TO ORDER

Dr. Martinez called the meeting to order at 9:06 a.m. and briefly discussed the possible changes to the mall area including a new fountain. The current steps are not ADA compliant and no changes can be made as it is now. So the fountain will be brought down sidewalk level with a reshaping of the fountain with no standing water.

II. APPROVAL OF MINUTES – March 12, 2014

The minutes of the March 12 meeting were presented for review. With no comments or changes, the minutes were approved as presented.

The minutes of the March 26 meeting were not available for review.

III. SPECIAL/NEW ITEMS**1. Board Update**

Dr. Martinez was unable to attend the Board meeting of April 14 but understands it was a very short meeting. Mr. Sandoval was sworn in as co-student trustee along with Jimmy Ko of SCC. This will hold until June 2014.

2. Strategic Plan Update

College Council was given fair warning of upcoming documents requiring review within the next month related to strategic planning items. Dr. Martinez anticipates this review to be completed and in place by July 1. RARs need to get approved along with reorganization for institutional researcher at the college level. It is hoped the document can be sent electronically so that Q & A can occur at a future meeting with approval at the May 28 meeting. Mr. Sandoval requested a list of department chairs so that student senate could more appropriately align with the faculty senate.

3. Classified Focus Groups

A report on the focus groups is expected in the first week of May. Once the report is received, it will be shared with College Council.

4. Request for Authorization to Apply for a Grant Form (Draft previously tabled by John Zarske)

The draft form was updated to include the word "advised" in number 8 instead of approve. A copy of the form was distributed for final review and approved as presented.

IV. STANDING/CONTINUING BUSINESS

SAC Safety Report

Interim Lt. Follo reported on recent incidents that occurred March 20 through April 15 on campus and at CEC.

Campus Safety/Emergency Preparedness

On April 10, testing of all building fire alarms was conducted, including various scripts for different incidents and emergencies. While there were minor problems in some areas, overall the results were good. Some speakers were identified as needing repairs or adjustments to be heard. Lt. Follo noted the college needs to update procedures for emergencies to align with public law enforcement and emergency agencies. A proposal is being prepared to get this accomplished through a company that works with law enforcement agencies. This revised procedures would include training. It will be developed and specific to the needs of SAC. In addition, a team is working on an active shooter exercise to be done during the summer and will include a partnership with SAPD and OCFA. A large scale drill is also being discussed for a future date next winter. There are two recommendations 1) being that SAPD come to campus for the training or 2) go to SAPD and work with simulators. Additional changes are being recommended to be in line with SAPD and other law enforcement procedures to bring safety and security up to current standards.

Faculty Senate Report

Mr. Zarske reported he attended plenary two weeks ago with much attention focused on proposed BA degrees for nursing programs. The senate recognizes the need but is concerned about the continued funding issues. The last SAC senate meeting was yesterday while Monica Porter attended a workshop at Orange County Department of Education for SLONet. A copy of the Senate Rostrum was distributed noting SAC faculty (Gaer, Hicks and Jario) were co-authors of a report on page 19. Mr. Zarske reported that faculty were disappointed that the head coach for baseball and the ASL positions were not being filled. Elliott Jones is the lone candidate for Senate President and Madeline Grant for Secretary/Treasurer. There were some complaints from those in the R building about the construction noise and vibrations, and concerns about the process for getting an OTA clinical agreement approved. Ms. Grant thanked Dr. Rose for conducting the department chair meeting last week providing guidance on SLOs.

Classified Report

Mr. Small noted his submission of letter of resignation as CSEA president. Victoria Williams will step into the position until the next formal election. He explained the need for this action is based upon personal and professional issues. When asked if the date for the classified communication survey had been extended, Dr. Martinez noted it had not and that she anticipates having the results soon. Dr. Lundquist suggested it would be available in May due to staff vacations.

ASG Report

Mr. Sandoval briefly reported that a SAC leader will attend the General Assembly of California next week. ASG elections are today and tomorrow. An estimated 436 votes are needed for the passing of two pieces of legislation. Mr. Sandoval noted he was the recipient for the Difference Maker Award from the Santa Ana Chamber. He also has scholarship interviews on Saturday. At the Board meeting Mario Quintero Salazar (a SAC MESA student) was recognized by the Board. ASG continues to work on two remaining projects: 1) food bank and 2) OCTA bus

passes for full-time students. When asked about a rumor that SAC will have armed security on campus, Dr. Collins explained that the rumor came out of a report that was completed by an outside consultant taking into consideration different options. The report was directed by the Chancellor and completed through District Operations. There is no recommendation at this time. While there is potential for a hybrid option of POST certified, it is not something that will happen overnight. There is a very thoughtful process to accomplish the goal of improving current processes. In concluding his report, Mr. Sandoval noted that some current pathways are not extracurricular friendly. Dr. Martinez noted that is true and that is a model for a certain kind of student. Being involved is part of the comprehensive college, allowing for different options for different students.

SAC Foundation Report

Dr. Martinez briefly reported on the 100th Blue Ribbon Donor Reception that was held at the Pacific Club on April 17. Dr. Martinez was unable to attend due to illness, but Dr. Rose, Dr. Lundquist and Mr. Kennedy attended. The silent centennial campaign became public and will continue through the 100th anniversary celebration. The celebration will be 18 months beginning in January 2015 through commencement of 2016 (which will be the 100th graduating class).

Enrollment Update

Dr. Rose provided an update on enrollment noting that target was 72.77 for spring and SAC is at 71.06 and includes fire and CJA classes. Intersession had a target of 316 and the actual was 434 which helped a lot.

Accreditation

Dr. Rose briefly discussed how the draft self evaluation report has been reformatted and is no longer 500 pages. All recommendations from the 2008 visit must be addressed in this evaluation report including any plans and actions taken. The key is how SLOs tie to planning on this campus. RARs are great. Need to make sure the evidence demonstrates that link from academics, programs and SLOs to RARs. The draft will be shared with the entire campus for feedback. Dr. Jaros, Shelley Jaffray and Dr. Rose are validating the evidence.

Calendar of Events

The calendar of upcoming events was reviewed.

V. SHARED GOVERNANCE REPORTS

Curriculum and Instruction Council

Technology Committee

Facility Committee

Dr. Collins announced the next facilities committee meeting is April 29. A review of the facility infrastructure is being done. Contractors are working out well for central plant, lot 11 and planetarium. Dr. Collins briefly discussed the sustainability plan that is being drafted for the committee to review in the future. Russell Hall was painted on front and back along with new handrails that have now been finished.

Planning and Budget Committee

Dr. Collins reported the committee met on April 15 and reviewed budget allocations process over the last three years and by area. SB361 model for 2012-13, and 2013-14 were also reviewed. An analysis was completed to demonstrate where the money has gone over the last three years. This information can be

accessed through the committee website as well. The SAC budget is 4% under budget, and supporting the new faculty positions will be a challenge. There will be a pretty good carry over in excess of \$3.5 million to support new faculty positions. RARs for 2014-15 are posted on the website. The tentative budget for 2014-15 was reviewed, the budget assumptions were approved, and SACTAC update was proposed by the strategic plan with SACTAC reporting to Planning and Budget Committee. The committee is very pleased with this change. There is a SACTAC meeting today; Jim Kennedy is working with co-chairs to make a smooth transition. Intersession expenses have been transferred from the District to the college. The college must realize \$800,000 in part-time faculty savings this year.

Student Success Committee

VI. OTHER BUSINESS

1. Reorganizations

- Administrative Secretary to Graduation Specialist (CEC)
Dr. Martinez explained the need for the graduation specialist to support degree completion. Mr. Small related a story of a similar position being requested and Mr. Didion asked why there was a need for the position. It was suggested that Mr. Kennedy write additional rationale to support the request. The request was approved for processing.
- Student Services Full-time Senior Clerk
Dr. Martinez explained that student services office just needs help and this is a way to use restricted funds to get the help needed. This is a collaboration of Veterans Upward Bound/TRIO and SSSP funds to support a full-time position. With no objections this request was approved for processing.

VII. ADJOURNMENT

Dr. Martinez suggested the last two meetings in May both be in-person meetings. The next meeting is May 14. This meeting adjourned at 10:40 a.m.