

SAC COLLEGE COUNCIL MINUTES
June 10, 2015

PRESENT:	Erlinda Martinez Michael Collins James Kennedy Sara Lundquist Omar Torres Bonita Jaros John Zarske Madeline Grant Monica Porter Cher Carrera Maria Taylor Oscar Cortes	ABSENT:	Pam Hernandez
		LIAISON:	Ray Stowell (for Colver) Christina Romero
		GUEST(S):	Rhonda Langston

I. Call to Order

Dr. Martinez called the meeting to order at 9:31 a.m. She announced that over 760 students participated in commencement on Friday and commended Dr. Tanakeyowma for a fabulous job of coordinating the event.

II. APPROVAL OF MINUTES – May 13 and May 27, 2015

The minutes of the May 13 and May 27 meetings were not available for review.

III. SPECIAL/NEW ITEMS

1. Board Update

Dr. Martinez announced that the next RSCCD Board Meeting is Monday, June 15.

2. Accreditation – Timeline for Key Planning and Assessment Activities

A copy of the Timeline for Key Planning and Assessment Activities was provided to college council members. It was reviewed and discussed confirming the alignment of the college mission, strategic planning, various other themes and the timing of each activity throughout the year. Dr. Jaros explained the categories and the purpose of the review process which is in response to Recommendation 2 of the accreditation team report. This is just SAC not inclusive of other activities at RSCCD, but such will be included in the future. The Institutional Effectiveness chart will show how budget and planning, program review and such are done. Dr. Martinez concluded that while SAC is doing the right things, this serves as the evidence of doing the right things.

3. Institutional Effectiveness Survey

Dr. Martinez confirmed that 253 responses were received to the spring survey as of the deadline of May 29. Nga is still analyzing and categorizing the results for review and presentation to Dr. Jaros for use in the follow-up report. It will also be shared with the entire campus when it is finalized. College council will have an opportunity to review it first and before it is presented to the campus.

4. Participatory Governance Handbook

A revised "red ink" draft of the Participatory Governance Handbook was presented for review, discussion and approval. When designees from faculty, classified and students are submitted, those names will be included on the signature page of the document.

IV. STANDING/CONTINUING BUSINESSSAC Safety Report

On behalf of Interim Lt. Colver, Officer Ray Stowell provided a brief report of incidents on campus and at CEC. The reports were also provided to college council for their review.

Campus Safety/Emergency Preparedness – No report

Faculty Senate Report – No report

Classified Report

Maria Taylor announced she will be leaving College Council and temporarily Tom Andrews and Sarah Salas will step in until a replacement is found. She also commended Dr. Jaros for hosting an accreditation review meeting with classified staff discussing the follow-up report and providing explanations accordingly. It was a very successful meeting.

ASG Report

ASG President, Oscar Cortes, provided a brief report on the activities of students finishing up the semester with a successful “stress relief” event during finals, along with a food truck for students that paid for the activity fee. He also extended appreciation to all the offices that helped out with the various events.

SAC Foundation Report

Dr. Martinez reported that coordination of the upcoming Birthday Party celebration is ongoing with city permits being filed and resources being scheduled. The Birthday Party is on September 19 and will end with a fireworks show. The upcoming event was mentioned at the State of the City Breakfast by the Mayor of Santa Ana.

Enrollment Update

Omar Torres reported that enrollment is good with 940 FTES for summer as compared to last year at 860 (minus one day). It is anticipated that SAC will meet target even though low enrollment classes were cancelled and needed classes added. He extended appreciation to students for providing input in addressing student needs with the appropriate classes and times wanted. Additionally, Dr. Lundquist noted that in accordance with the student success plan, when classes are cancelled, there is follow-up with the students offering an alternative and support for getting the needed class.

Calendar of Events

Dr. Martinez announced that she will not be speaking at convocation this year, but instead SAC will celebrate being 100 with a family photo taken during the traditional time slot for convocation. Every office on campus will open for business at 9:00 a.m. so that all employees can participate in the family photo that will be taken on the practice field at 8:30 a.m. Morning refreshments will still be provided at 8:00 a.m. with the coordination of the overhead photo of all staff spelling out SAC on the field to be taken by Jason Kehler. There is no dress code, but it is suggested that staff wear centennial gear. Dr. Lundquist suggested that student ambassadors be available at key points on campus to direct visitors and inform them that offices will open at 9:00 a.m. that day.

The Celebration Birthday Party is scheduled for September 19 with lots of planning still in process and will include fireworks.

V. SHARED GOVERNANCE REPORTS

Curriculum and Instruction Council

Facilities Committee

Planning and Budget Committee

Dr. Collins noted that the State Budget has been presented with community colleges and proposition 98 funding pretty well set; there may be a couple more dollars allocated to community colleges but that has to get through the Governor's budget act. Senate and Assembly has till June 15 to get the tentative budget passed; and mid-July to build adopted budget. Dr. Collins commended the divisions noting the RAR process is working well. There is still the possibility of instructional equipment and scheduled maintenance projects to be funded as well.

Student Success and Equity Committee

VI. OTHER BUSINESS

Reorganizations – Student Services

- **Outreach** – Senior Clerk (FT), HS & Community Outreach Specialist (FT) and Student Services Specialist (PT)
- **Financial Aid** – Financial Aid Computer Technician (FT) and Financial Aid Analyst (FT)
- **EOPS** – General Office Clerk (FT), EOPS Counseling Assistant (PT), EOPS Learning Facilitator (PT), Student Services Specialist (PT), Job Developer (PT), and CalWorks Learning Facilitator (PT)
- **DSPS** – Alt Media Specialist (PT), Senior Clerk (FT), and DSPS Specialist (PT)

Dr. Lundquist explained there is large surplus of categorical money that will support the positions presented for reorganization and that the positions will assist students with completion goals. She also noted that the categorical funding is continuous and therefore it is not appropriate to hire short term employees. There is no indication from the State that these funds will go away. Dr. Collins confirmed that the State has designated these funds as "on-going categorical or restricted funds." The reorganizations were reviewed, discussed and approved to forward to HR for further processing.

VII. ADJOURNMENT

The next meeting is scheduled as needed on July 8. This meeting adjourned at 10:13 a.m.