

SAC COLLEGE COUNCIL MINUTES
February 11, 2015

PRESENT:	Erlinda Martinez Michael Collins James Kennedy Sara Lundquist John Zarske Madeline Grant Monica Porter Cher Carrera Pam Hernandez Maria Taylor Raquel Manriquez	ABSENT:	Bonita Jaros Omar Torres
		GUEST(S):	Rhonda Langston
		LIAISON:	Mike Colver

I. Call to Order

Dr. Martinez called the meeting to order at 9:02 a.m.

II. APPROVAL OF MINUTES – January 28, 2015 – Not Available

The minutes of the January 28, 2015 meeting were not available for review

III. SPECIAL/NEW ITEMS

1. Board Update

It was reported that the last board meeting was February 2. Actions taken by the board were briefly discussed.

2. Accreditation

Dr. Martinez reported that the announcement was made on Friday at the conclusion of the Centennial Launch that SAC has been reaffirmed.

3. BS Degree Application

Dr. Martinez noted that Dr. Jaros and Michelle Parolise were working diligently with Bart Hoffman and Omar Torres on the substantive change that will be submitted following approval of the Board of Governors meeting on March 16.

4. Conference Request Forms

Dr. Martinez confirmed there were no edits, comments or corrections from CSEA and therefore the forms will be reviewed with Management Council with a potential implementation date.

IV. STANDING/CONTINUING BUSINESS

SAC Safety Report

Interim Lt. Mike Colver provided a review of recent incidents that occurred at SAC and CEC. He also discussed a recent altercation that occurred between students near the B building and a medical aid for a child in the Child Development Center with a possible broken arm. Dr. Martinez thanked campus safety and security staff for their coverage during the centennial launch activities. It was a very busy day with lots of reporters, elected officials, alumni, retirees and special guests.

Campus Safety/Emergency Preparedness

Interim Lt. Colver reminded everyone of the upcoming emergency evacuation drill scheduled for February 26. John Zarske thanked Lt. Colver for sending the email regarding the drill prior to the start of the semester. Rhonda Langston expressed

appreciation for the new tools available to staff making them feel more secure. Additionally, Lt. Cover reported that he and Don Mahany conducted a flex training workshop for faculty and staff on emergency preparedness last week. Dr. Martinez confirmed her understanding of the low attendance, but validated the need to continue to offer such training every year for all staff.

Faculty Senate Report

John Zarske expressed a concern for replacing the division secretary in the Math, Science and Health Sciences division. Leisa Schumacher was promoted to the Academic Affairs office replacing Marta Barker. Her former position has not yet been filled and Dr. Martinez confirmed it is in process and is not an issue. Additionally, Mr. Zarske expressed a concern from faculty regarding an ethnic studies position not being filled as part of the faculty priorities. Dr. Martinez provided an explanation for waiting to fill certain positions causing the baseline to change. SAC needs to be able to fund the positions so there is a delicate balance in place. Dr. Martinez also confirmed that the Fire Technology and CJA discussion with the Chancellor's Office are no longer an issue. Dr. Pam Walker, Vice Chancellor of the CCC Chancellor's Office, will send staff to SAC to discuss issue in March. Dr. Martinez made a call to Dr. Walker which replaced a formal letter. John Zarske noted he would meet with Andy Gonis. In concluding his report, Mr. Zarske announced an upcoming meeting in HR related to administrative regulations and hiring faculty which will take place today.

Classified Report

Pam Hernandez noted that she is busy building class schedule and filling classrooms. Dr. Lundquist briefly reported on the upcoming VAWA training for faculty before school starts and additional workshops to follow in the coming weeks for classified.

ASG Report

Ms. Manriquez announced that ASG had their first meeting on Monday and back in full swing as they prepare for the spring semester. There is a welcome back scheduled for 11:00 a.m. today with ASG using their new popcorn machine. There will be drawings for bookstore gift cards and movie tickets thanks to SBO. Upcoming events include Black History Month and Club Rush.

SAC Foundation Report

Dr. Martinez reported that the Foundation has received very generous financial support for the centennial celebration from Union Bank, Wells Fargo and Don Crevier.

Enrollment Update

Omar Torres reported that enrollment is slightly up. He and the deans are reviewing schedules for second 8-week classes. With the addition of classes, our efficiency may go down. However, an assessment of intersession has not yet been completed. Maria Taylor asked if extended hours could be offered for students needing services in A & R and the cashier's office during the first two weeks of the semester. Pam Hernandez suggested help is needed in M & O to assist Deanne with the distribution of keys for faculty. Dr. Collins noted that short-term help is being provided. Rhonda Langston noted that BOGG students are not aware that they have to pay to health fee.

Calendar of Events

Upcoming events were announced including the grand re-opening of the Planetarium and VRC which is planned for March 17 at 10:30 a.m.

V. SHARED GOVERNANCE REPORTSCurriculum and Instruction Council

Monica Porter reported on the activities of the Curriculum and Instruction Council noting that issues related to CJ and Fire curriculum changes have been submitted to the State.

Facility Committee

Dr. Collins announced the upcoming Facilities Committee meeting on February 17 at 1:30 p.m. The Master Plan Committee will meet to discuss secondary affects to proposed projects. Pam Hernandez inquired about the status of Dunlap Hall as she anticipates building the fall schedule on February 19. Dr. Collins confirmed that Dunlap Hall will not be available for Fall classes. It is anticipated to be completed by Spring 2016.

Planning and Budget Committee

Dr. Collins reported the Planning and Budget Committee met and approved goals for this budget year and one goal is specific to continue to improve the evaluation of the RAR process. The quarterly update is at 2% under budget with a projection of 1% under budget overall (this means \$1M in savings). It was reported that SAC funded intersession with its own funds. Budget assumptions will be presented at the FRC meeting. Dr. Collins reminded everyone of the electrical shut down and asked that staff shut down and turn off office equipment and office refrigerators over the extended weekend of February 13-16.

Student Success and Equity Committee – No report

VI. OTHER BUSINESSReorganization(s) – Admissions & Records (tabled at January 28 meeting)

Dr. Martinez confirmed that the initial review of this reorganization was provided to College Council at the January 28 online meeting and therefore it is on this agenda for approval. She explained the need for making a change to the job description to the Associate Dean of Admissions & Records and Graduation to include international students program thereby changing the title and salary respectively as proposed to Dean of Enrollment & Support Services/International Students. This reorganization will move international students' program staff under the direction and supervision of Mark Liang. A portion of the salary will be supported by the revenues generated by international students' tuition that remains locally. The reorganization was approved to process to HR.

VII. ADJOURNMENT

The next meeting is Wednesday, February 25 at 9:00 a.m. online via cccconfer. This meeting adjourned at 10:00 a.m.