

SAC COLLEGE COUNCIL MINUTES
September 10, 2014

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| PRESENT: | Erlinda Martinez James Kennedy Bonita Jaros John Zarske Madeline Grant Pam Hernandez Maria Taylor Raquel Manriquez | ABSENT: | Cher Carrera Michael Collins Sara Lundquist |
| | | LIAISON: | Christina Romero |
| | | GUESTS: | Rhonda Langston Monica Porter |

I. Call to Order

Dr. Martinez called the meeting to order at 9:03 a.m.

II. APPROVAL OF MINUTES – August 13, 2014

The minutes of the August 13, 2014 meeting were presented and approved with no comments or edits.

III. SPECIAL/NEW ITEMS

1. Board Update

Dr. Martinez briefly reported on the actions and discussions of the September 8 RSCCD Board of Trustees meeting including the proposed board policy for the colleges to offer BA degrees. The legislative bill hasn't passed yet and many thought the proposed board policy was premature and not properly vetted with the faculty. This topic is very tenuous and unresolved at this time. The highlight of the board meeting was the recognition of SAC's distinguished faculty member – Madeline Grant. There was also a presentation to the board on the budget and the bond process. The presentation is posted on the RSCCD website.

2. Accreditation – Pre-Visit

Dr. Martinez reported that accreditation chair Jill Stearns, President of Modesto Junior College and Team Assistant Dr. Al Alt, Vice President of College Administrative Services at Modesto Junior College will be on campus Thursday, September 11 in preparation of the October 6-9 comprehensive visit. The standard co-chairs have been invited to "meet and greet" at 3:30 p.m. with the visiting chair and assistant. Dr. Jaros encouraged everyone to visit the accreditation website and become familiar with the process, the self evaluation report, evidence and upcoming visit. Ms. Manriquez noted that Dr. Tanakeyowma recently conducted a "basics on accreditation" presentation to the ASG leadership. Dr. Martinez announced that visiting accreditation team members may stop in any meeting during their visit including ASG, academic senate and shared governance meetings. There was follow-up discussion related to suspension of the Institutional Effectiveness and Assessment Committee. To address accreditation recommendations, the Accreditation Committee will reconvene in the spring to respond to the Commission's recommendations after the External Evaluation Site Visit.

3. Strategic Plan

Dr. Martinez presented the revised 2014-16 Strategic Plan Update and noted the edits and new data documenting progress that has been added to the document. Following a brief discussion and answering questions, it was moved

by John Zarske and seconded by Dr. Jaros to approve the Strategic Plan as presented knowing the data will continue to change. There were no objections or abstentions and the motion passed unanimously.

4. Governance Handbook

The final participatory governance structure handbook was briefly discussed noting possible edits to be made for the next review. Such possibilities could include a page for other committees and task forces with their purpose noted. It was agreed the document as presented is approved and all signatories were added to the document. The final signed document will be posted on the College Council webpage accordingly.

5. Enrollment Management

Dr. Martinez briefly discussed the enrollment management meetings and the development of an enrollment management plan. She reported on the addition of classes to the fall schedule and how quickly they were filled overnight. She also discussed a report created by Mark Liang that determined what classes fulfilled the requirements for certificates, degrees or transfer. It was amazing to discover some classes didn't meet any of these requirements. The EMTF (enrollment Management Task Force) will continue to meet and focus on future schedules to better serve students, meet target and budget. Dr. Martinez is in consultation with a potential candidate to assist with the enrollment management training, plan and implementation. Dr. Martinez explained that if SAC garners more FTE in English and Math then there is the possibility of offering smaller classes in unique programs. It takes a lot for SAC to make up 1% of FTE due to the number of students already serving. SCC's 4% is much smaller in actual numbers than SAC's ½%. At the moment, SAC is 77 under last fall enrollment figures and the enrollment management task force will continue to meet once a week to address that deficit and recommend changes. When Ms. Taylor asked how classified employees can help students to succeed and stay here, it was suggested as a topic for the classified professional development series. Mr. Kennedy concluded the report by discussing the priorities of ITS as it relates to the beginning of each semester and the building of block and compressed schedules. Ms. Porter discussed difficulties related to ITS which require a dean, a teacher, and a counselor to get one student in a class during the first week of the semester. It is challenging and difficult. Dr. Martinez suggested Ms. Porter document the evidence to be presented at future enrollment management meetings.

IV. STANDING/CONTINUING BUSINESS

SAC Safety Report

Dr. Martinez briefly reported on the incidents that occurred at SAC and CEC in the absence of Dr. Collins and Interim Lt. Stowell.

Campus Safety/Emergency Preparedness

Faculty Senate Report

Mr. Zarske announced that Jarek Janio has been appointed by the Academic Senate for California Community Colleges to the Noncredit Committee for 2014-15 academic year. He also discussed the BA degree legislative bill and possible issues. An area that could be considered for SAC is Auto which is not offered at the CSU or UC level. The academic senate also began the discussion for consideration of faculty priorities.

Classified Report

While the classified representatives had no specific report, Dr. Martinez briefly discussed and provided a summary of the May 29 SAC Management Council meeting of which managers reviewed the results of the classified employee communication survey and the focus groups. This information was provided as a follow-up to the request of previous classified representatives.

ASG Report

ASG President Manriquez congratulated Professor Madeline Grant for her recognition at the RSCCD Board Meeting. She confirmed that through the assistance of Dr. Tanakeyowma, student leaders were learning about the importance of accreditation and the upcoming visit in October. In addition, ASG is reviewing the SAC mission statement and hopes to publish their own version to get the message out – *a college degree in every home*. ASG hosted welcome back on August 27. Today, ASG will host Constitution Day and Voter Registration between 11-1 near the fountain. Leadership Retreat is scheduled for September 26, 9-2. The ASG activity fee increase from \$5 to \$10 has provided more funds to the ASG budget. This allows the addition of more funds in the “leave a legacy” program. Additionally, ASG is reviewing their constitution to provide more opportunities for students to become involved.

SAC Foundation Report

Ms. Romero reported on the annual payroll deduction and the President’s Circle campaigns. The President’s Circle is hosting an event on Thursday, September 18 with 85 already confirmed to attend. The Soldiers to Scholars event is being planned for November 13 at the Santora Building. Innovation Grant applications will be available in October for funding in the Spring semester.

Calendar of Events**V. SHARED GOVERNANCE REPORTS**

Curriculum and Instruction Council – No report

Facility Committee

Dr. Martinez announced the bid for work on the Johnson Center was awarded at the RSCCD Board Meeting on Monday. It is anticipated that the awarding of the bid for the new science (STEM) building will be presented in October.

Planning and Budget Committee – No report

Student Success Committee – No report

VI. OTHER BUSINESS1. Reorganization

- Admissions Assistant (.475 FTE) bilingual Spanish to Admissions & Records Specialist I (.475 FTE) bilingual Spanish was presented. This position is categorically supported and is not subject to the “freeze”. Dr. Martinez briefly explained the process of approval by College Council and then for classified positions it is sent to HR for further discussions with CSEA. Mr. Kennedy noted that as the position became vacant, it was appropriate to reorganize the position with little disruption to staff. The reorganization was approved as presented.

2. Motivational Quotes

A list of motivational/inspirational quotes was presented for review and consideration. A selection of quotes will be engraved in cement in the new amphitheatre. Dr. Martinez requested that college council submit their top 5-10 favorites and further selection to be made at the next meeting. It was suggested that representatives discuss their selections with their constituency groups.

3. Other

Ms. Grant noted that a topic of priority discussion in her classes have been the recent news of domestic violence in the NFL. Dr. Martinez noted it is a priority of hers as well and she will be sending out an information notice of the resources available to students and staff in difficult and challenging situations such as domestic violence.

Ms. Hernandez commended Dr. Martinez and the team that developed the Village. She noted it is wonderful; staff and students are really enjoying the atmosphere in that area. Dr. Martinez noted that food and beverage vending machines have been installed and available now.

VII. ADJOURNMENT

The next meeting is scheduled to meet online via cccconfer on September 24 at 9:00 a.m. This meeting adjourned at 10:24 a.m.