

SAC COLLEGE COUNCIL MINUTES

February 10, 2016

PRESENT:	Erlinda Martinez Michael Collins James Kennedy Carlos Lopez Bonita Jaros Elliott Jones Monica Porter Cher Carrera Lithia Williams	ABSENT:	ASG Representative Pam Hernandez Stephanie Hernandez, ASG Sara Lundquist
		LIAISON:	Mike Colver Christina Romero
		GUEST(S):	Rhonda Langston

I. Call to Order

Dr. Martinez called the meeting to order at 9:05 a.m. noting that the beginning of the semester got off to a rough start especially with regard to parking. At one point it was absolute grid-lock. There were a lot of angry individuals trying to find parking, entrances to buildings of which there were some detours and in-coming calls to the college mainline were stuck in a loop without an option for leaving a message. Faculty were asked to be understanding of late arriving students due to these obstacles. Mr. Kennedy noted that many computer users were asked to reset passwords which caused online system congestion. Administration is continuing to dialog with ITS regarding these matters to provide a better first week experience.

II. APPROVAL OF MINUTES – January 13, 2016 (Summary of Retreat)

The summary of retreat held on January 13, 2016 were presented for review and approved as presented with no corrections or comments.

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

Dr. Martinez reported there is only one Board meeting in the month of February which is a regular and planning retreat for the Board. The meeting will be held on February 22. The agenda is being developed now and SAC will be part of an overall presentation to the Board. There will be six speakers to discuss strategic planning, enrollment and marketing, and international student programs for both SAC and SCC.

2. Accreditation – Letter from ACCJC confirming approval of Follow-up Report

Dr. Martinez announced the ACCJC has received, reviewed and confirmed that SAC has resolved deficiencies and meets standards as required and confirmed in the follow-up report. A copy of the letter from ACCJC has been posted accordingly to the college website. Additionally, Dr. Jaros and Vice President Lopez will be meeting to discuss the development of the mid-term report that is due in October 2017. Dr. Jaros will try to ensure wide-spread involvement by faculty, staff and students. She also discussed the infusing of accreditation dialog of continuous improvement and planning into all shared governance committees. Vice President Lopez confirmed that ACCJC also cleared the Baccalaureate Degree for substantive approval.

3. Strategic Planning (RSCCD)

Dr. Martinez referred to the January retreat summary and noted that future college council dates are being considered to continue the discussion and planning.

IV. STANDING/CONTINUING BUSINESS

SAC Safety Report

Lt. Colver provided a brief report of incidents on campus and at CEC. New signage is being developed to assist with parking difficulties.

Campus Safety/Emergency Preparedness

Lt. Colver confirmed that four individuals attended the safety and emergency preparedness activities during flex week. The campus evacuation drill is scheduled for February 25 at 10:15 a.m. and 7:15 p.m. notices are being sent out to inform faculty and staff. Dr. Martinez suggested that safety course typically held during flex week be given at department/division meetings at the beginning of the year. Lithia Williams suggested that such training be provided to the CSEA E-Board at a future meeting. Additionally, Lt. Colver discussed how to respond to bomb threats and distributed a draft checklist. Lithia Williams suggested a role play and demonstration on how to respond to such calls, handle or defuse a situation. These suggestions will be shared with the HEPPS Committee.

Faculty Senate Report

Dr. Jones reported the senate held a retreat on the top 10 ways to prepare for emergencies. The senate also reviewed administrative regulations on faculty hiring. In concluding his report, Dr. Jones commended Dr. Sweeney for leading an excellent breakout session on student success.

Classified Report

Lithia Williams confirmed no report, but noted she participated in one of the breakout sessions as a co-facilitator. It is hoped that more classified employees will get involved.

ASG Report – no report

SAC Foundation Report

The SAC Centennial Open House/Expo is scheduled for March 12. It is an opportunity to engage with current, potential students as well as the community of Santa Ana. Planning continues to progress with outreach and faculty. Scholarship applications period will come to a close soon. This is the formal scholarship for \$500,000 up for grabs by our students. Katherine Emily is doing a great job as the faculty coordinator. The Ed Arnold Centennial Golf Classic is coming in May.

Enrollment Update

Mr. Lopez noted that credit enrollment is down a bit at 2.24% (120 FTES) and 6% down in individual headcount. It is anticipated that SAC will pick up more FTES during 12 and 8 week classes. Mr. Kennedy reported that non-credit is looking a little flat.

Budget

Dr. Collins noted that the SAC budget is performing well. There is a need to continue to control expenditures. FRC will be working on tentative budget

assumptions at the next meeting. Then SAC Planning and Budget Committee will determine SAC budget and begin building 2016-17 now.

Calendar of Events

The calendar of events were noted for March through June 3 (100th Commencement). KinderCaminata on March 4, Open House on March 12, Farewell Reception on April 21, Garden Dedication on May 11, Scholarship Ceremony on May 12. Science Center Groundbreaking on May 26.

V. SHARED GOVERNANCE REPORTS

Curriculum and Instruction Council

Monica Porter reported the need for attendance at an upcoming BA meeting in Sacramento. The subject is focused on curriculum and how to approve upper division curriculum. Dr. Martinez recited the mantra of “building a plane while still in the air.”

Ms. Porter also discussed matters related Criminal Justice and Fire Technology. There is a meeting this afternoon to address some of those issues and processes with the Chancellor’s Office (CCCCO).

Ms. Porter provided information regarding student success in English, Math, EL, and EMS courses; these are coming down the pipe.

Facilities Committee

Dr. Collins announced the next meeting is scheduled for February 16. It will be a “full court press” with the architects and status of the science building.

Planning and Budget Committee

Dr. Collins reported the Committee reviewed a half-time report with the budget performing well. There was a discussion related to accreditation and having enough time to effectively evaluation the planning processes that are tied to the RAR process. This will continue to improve as more people are trained.

Student Success and Equity Committee

VI. OTHER BUSINESS

Proposed Elimination of Route 51

Dr. Martinez discussed her attendance at a public hearing and a follow-up call with OCTA whereby route 51 which passes by Santa Ana College is proposed to be eliminated. OCTA is now considering a few new routes to accommodate the morning and afternoon riders. Dr. Collins is working with OCTA for some marketing.

Accreditation

Dr. Jaros noted the need to review the template for annual report which needs to be done by March 31.

VII. ADJOURNMENT

The next meeting will be online via cccconfer at 9:00 a.m. on February 24. This meeting adjourned at 10:07 a.m.