

SAC COLLEGE COUNCIL MINUTES

July 27, 2016

PRESENT:	Linda Rose James Kennedy Sara Lundquist Bonita Jaros Elliott Jones Sarah Salas Lithia Williams Luis Mejia, ASG President	ABSENT:	ASG 2 nd Representative Michael Collins Carlos Lopez Monica Porter Sean Small
		LIAISON:	Scott Baker, Interim Lt. Christina Romero
		GUEST(S):	Rhonda Langston

I. Call to Order

Dr. Rose called the meeting to order at 10:09 a.m. followed by brief introductions.

II. APPROVAL OF MINUTES – April 13, May 11, and June 9, 2016

The minutes of the April 13, May 11 and June 9 meetings were not available for review. While the minutes of the April 13 meeting were not ready for review, the summary of the April 13 retreat was previously distributed, discussed and reviewed at the May 11 meeting. It was confirmed that Kennethia Vega would have the minutes available for the next meeting.

III. SPECIAL/NEW ITEMS

1. Board Update – There was no update at this time.
2. Final Meeting Schedule for 2016-17
The final meeting schedule for 2016-16 was distributed with the draft approved as presented previously.

IV. STANDING/CONTINUING BUSINESSSAC Safety Report

The incident reports for the weeks of June 12, July 3, and July 10 were distributed and reviewed by Interim Lt. Scott Baker. Interim Lt. Baker briefly discussed the transitions occurring within the Safety and Security Department. When he discussed an incident involving students having possession and use of marijuana, it was asked if a legal facility was near the campus and also suggested that reminder signs be posted that the campus is smoke-free (including the use of medical marijuana). A reminder was also noted that while an individual may have a legal card for use of marijuana it does not allow use on the college campus.

Campus Safety/Emergency Preparedness – No reportFaculty Senate Report

Dr. Jones welcomed Dr. Rose and her return to SAC as the new President. He suggested that everyone save time for the annual/traditional gathering following the faculty senate retreat on Wednesday during flex week. It will probably be hosted at Jeff McMillan's home, and information will be sent out soon. Faculty are looking forward to a great fall start.

Classified Report

While Sarah Salas confirmed there was no report on behalf of Classified Employees, she noted that CSEA is happy to have Sean Small back as the President. Six CSEA delegates will be attending the upcoming CSEA Annual Conference August 1-4. CSEA has formally met with Vice Chancellor and Assistant Vice Chancellor of HR. Additionally, CSEA is busy attempting to fill all vacancies on shared governance committees.

ASG Report –

Luis Mejia, ASG President, reported that he is meeting with Nicole Moya and setting up activities calendar, recruitment plans, and welcome for the fall semester. A planning meeting is scheduled for August 10.

SAC Foundation Report

Christina Romero briefly discussed the efforts of the Scholarship Office and staff member Christine Cha to schedule meet and greet opportunities and inform the campus community about upcoming application process for scholarships. This will include some pre-screen work to prepare students for filing the applications. Christina has been with SAC for 3-4 months and is doing a great job. The scholarship application period is November to February with training sessions to begin in October through December. Ms. Romero also discussed payroll deduction campaign and the President's Circle which is hosting a welcome for Dr. Rose on September 22 at the Ranch in Anaheim. It is a cultivation event and will include student testimonials. President's Circle has raised over \$70,000 and increased unrestricted funds for students.

Enrollment Update

Dr. Kennedy briefly reported on enrollment. The year closed out being flat. While pushing for growth, enrollment is flat and in-line with other community colleges in the State. The goal is to grow the programs. If you compared data for Fall with last year, SAC would be up 4%, but overall with other areas down, it is flat. There is a huge jump for early decision and more full-time students but that is attributed to the free tuition. Opportunities for growth are anticipated through initiatives including online programs. Dr. Rose discussed a plan for getting messages out to students about what SAC offers, about the construction and what is yet to come as a result. Dr. Lundquist suggested a "pardon my dust" campaign. Dr. Rose confirmed the message is that SAC wants students here even in the midst of the remodeling that is occurring. A general discussion followed about posting signs, having maps available, directional guides, fencing banners and helping students to find their way to classes.

Budget Update

On behalf of Dr. Collins who was attending a meeting in Sacramento, Dr. Rose briefly discussed the budget. While it is a good budget, there is no additional discretionary monies available for the district. SAC is stable. Currently in the process of developing the adopted budget to be in alignment with budget assumptions. There is a need to anticipate collective bargaining though the costs are unknown at this time. The ending balance is very positive (over \$9M) but \$1M portion will be used for one-time economic uncertainty or safety net. There will be some challenges due to enrollment being flat in the future. But SAC is preparing to invest in the schedule, improve or enhance the students' experience, invest in distance education, technology, marketing and support School of Continuing

Education. All these will assist in enrollment and get students through SAC programs.

Accreditation Update

Dr. Jaros has been working during the summer organizing the work for the mid-term report. The follow-up report was accepted and SAC is accredited through 2020. But mid-term report is required by October 2017. She has begun the front end of the written report which is routine. She also mentioned working on the actionable improvement plans with the intent of seeking updated plans for 2016; "Naggy McPhee" has sent reminder emails and may show up at the doorstep in the fall. The Actionable Improvement Plans (AIP) will be a significant part of the mid-term report. The Accreditation Oversight Committee will start to meet in September to ensure that timelines are met and items needed for the final report are received. The committee includes Carlos Lopez, Dr. Jaros, CSEA representative, ASG representative, faculty and one dean. These are the people that move items along in the report. The draft report will be reviewed in the spring. Substantive changes have been submitted to ACCJC and their committee will meet in March. These include biotech and a mural program (possibly as a CTE program). Carlos Lopez is working on getting assistance to clean up the accreditation webpage. Dr. Rose confirmed that SAC will be held to the new standards including eligibility requirements which can be used to put a college on warning. Eligibility requirements apply to all the standards. The US Department of Education compliance standards required more be added. The key is evaluating what we do. Once evaluated, what is being done as a result? That is what will be needed as part of the report.

Calendar of Events

The calendar of events was reviewed with a reminder of flex week August 15-19; convocation on August 19 and campus-wide welcome with lunch in the afternoon.

V. SHARED GOVERNANCE REPORTS

Curriculum and Instruction Council

Facilities Committee

There was a brief discussion about the facilities committee, their special meeting during the summer, and the unanimous action taken to have the old diseased cork tree removed. The inventory for bringing in replacement trees will be presented at a future facilities committee meeting. Dr. Kennedy noted that a 7-foot portion of the trunk of the tree was reserved and is in the maintenance area to perhaps create a special memorial in the future. Luis Mejia suggested ASG could host an information meeting about why trees were taken out and the plan for replacement trees. Dr. Kennedy also shared about the sustain-a-poolooza and the discussion about trees being brought back to SAC that are drought tolerant, disease resistant and more conducive to the climate in this area.

Planning and Budget Committee

Student Success and Equity Committee

VI. OTHER BUSINESS

1. SAC Adult Education Center Expansion]
 - Dr. Kennedy shared that SAC/SCE is looking at additional educational center space. With the move of the MCHS to the Village the B building became available and CEC will use it for 4 years that will provide funding through the block grant. There will be classes and office areas starting in the fall. It is an excellent opportunity to provide CEC non-credit students access to the campus and experience the transition to credit courses including the completion of pathways and partnership with CTE. CEC is also looking elsewhere in the city. Dr. Lundquist acknowledged the collaboration of credit and non-credit and discussed improvements in the core of the village. Dr. Kennedy noted the block funds only support full-time faculty in non-credit.
2. Revised Request for Authorization to Apply for a Grant
 - Dr. Lundquist reviewed the revised form, explaining the need for including the college research team. The form was approved as presented.
3. Reorganization
 - Library Clerk 30 hours/week 10-month – 40 hours/week 12-month – There were no questions about the request for reorganization and it was approved as presented to be forwarded on to HR.

VII. ADJOURNMENT

The next meeting is scheduled for August 10. This meeting adjourned at 11:26 a.m.