

SAC COLLEGE COUNCIL MINUTES
September 9, 2020

PRESENT: Marilyn Flores
Bart Hoffman
Jim Kennedy
Jeff Lamb
Roy Shahbazian
Monica Zarske
Sean Small
Madeline Grant
Monica Renteria

LIAISON: Christina Romero

ABSENT: Vaniethia Hubbard
Norma Castillo
Scott Baker

GUESTS:

Maria Dela Cruz
Brenda Estrada
Jarek Janio
Alicia Kruienza
Janice Love
Doug Manning
Teresa Mercado-Cota
Veronica Oforlea
Fernando Ortiz
Sarah Salas
Leisa Schumacher
John Steffens
Ray Wert

I. Call to Order

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

II. Routine Items

1. Approval of Minutes – Sean Small made a motion to approve the August 26, 2020 minutes with revisions, with Madeline Grant seconding the motion. The motion was approved with no opposition.
2. President's Report – Dr. Flores provided an overview of the recent changes in the Orange County guidelines and noted that Orange County has been moved from Purple to Red. This change does not affect the Board approved Re-Entry plan and the District is still in Stage 1. Intersession and Spring 2021 will be planned the same as Fall 2020 with Online, Remote Live and Remote Blended formats planned. It was noted that Remote Live would be the first format transitioned back to F2F. Roy noted exception areas like Kinesiology and Dr. Flores noted only athletic sports preparatory courses would be planned in a F2F format.

III. Constituent Reports

1. **ASG** – Monica Renteria reported on the upcoming ASG Vice President elections and summarized the events planned in the month of September 2020.
2. **Academic Senate** – Roy noted the concerns with the following 1) PPE availability for F2F classes, 2) Intersession and Spring 2021 and 3) Remote Teaching Certification (RTC). He provided a summary of the Academic Senate's work on improving the Faculty Prioritization process, which will include the addition of a rubric and improved department request form. He noted the 14 vacant faculty positions not filled in the 2019/2020 year

and that Academic Senate will be advocating for new faculty hire position in the 2020-2021 year.

3. **Public Safety** – Ray Wert noted the continuing campus-wide monitoring, support of campus needs and COVID-19 testing, as well as the pedestrian traffic on campus weekly is between 4,000-5,000.
4. **Student Services** – Dr. Dela Cruz reported on the Student Service department areas that are open and serving students through an appointment based format. The Digital Dons has distributed 612 laptops to students and the next event is planned for September 14th. SAC Days was held on August 17th with 667 students attended in 83 sessions. Dr. Flores acknowledged and thanked Dr. Hubbard for her efforts and support implementing the Wayfinding Stations in the front of the Administration building to meet the needs of our students.
5. **Academic Affairs** –Dr. Lamb provided a detailed summary of the enrollment to date, noting the declining enrollment reflects a decrease in head count by ~4,000. He noted the significant work and focus in the late start class offerings, with strong support from marketing in an effort to increase enrollment. Dr. Flores summarized the percentages of declined enrollment from the CBO updates for neighboring community college sites. Janice Love shared the results of the recent student survey completed about returning to F2F instruction. Dr. Lamb provided an overview of the continuing work and efforts across campus in preparation for the upcoming Accreditation visit. Dr. Ortiz provided an overview of the Participatory Governance handouts and Dr. Dela Cruz noted that Guided Pathways Committee should be part of this structure. It was noted that opportunities exist to review the current structure and reporting relationships of all committees, workgroups and taskforces. Drs. Flores and Lamb noted the importance of tying the committees' work to Accreditation, including the Education Master and Enrollment Management Plans. Monica Zarske noted the historical structure of College Council. Dr. Janio provided a detailed overview of the Student Learning Outcomes Assessment presentation, which included the work occurring across campus in Credit and Non-Credit. Madeline Grant provided an update on the Professional Development Committee and noted the request to have this committee be included in the Participatory Governance structure under College Council. Roy Shahbazian made a recommendation to add "faculty purview" in the Professional Development Committee purpose document.
6. **Continuing Education** – Dr. Kennedy provided an enrollment comparison to date for Fall 2019 vs. Fall 2020, noting that Non-Credit FTES is down significantly and that the lack of student labs is contributing to this decline. The FTES target for Fall 2020 will be 1293. Continuing Education now has a Professional Development Center on site each Tuesday and ASG is leading workshops.
7. **Administrative Services** – Dr. Hoffman provided a detailed summary of the planned 20-21 Adopted budget for SAC, including Fund 13 (which is fluid at this time). Fund 13 is planned \$6.2 million in 20/21 versus \$6.7 million in 19/20. He reported on the delayed occupancy for the Science Center and Johnson Center buildings due to corrective items. Dr. Hoffman summarized the details of the reorganization request. Dr.

Kennedy made a motion to approve the reorg request, which Dr. Oforlea seconded. She noted that her motion was provided in support of improved maintenance of facility grounds for the needs of DSPS students who have mobility and/or visual impairments. The motion passed with no abstentions and one opposing vote from Roy Shahbazian. Roy questioned permissions for hiring and the ongoing concerns with custodial services and lack of PPE.

8. **Student Information Support** – John Steffens provided an update on the work in progress on the redesign of SAC’s website and the upcoming phases for Web Advisor to Self Service migration and Starfish. He noted the efforts by Alicia Kruienza and Outreach for their work with the virtual Wayfinding station supporting the student needs and highlighted the Early Alert survey to be distributed.
9. **Classified** – Sean Small noted that his Classified Report would be emailed in an effort to save time and thanked all of the Classified employees who have been on campus working.
10. **College Advancement/Foundation** – Christina Romero extended her gratitude to all internal donors and shared that student needs continue. She noted more details to follow for the Raising the Game Campaign and she invited everyone to visit the website and read the study. Lastly, that Rolling Scholarships are being reviewed, urgent need requests are welcomed and she encourages employees to contribute.
11. **Public Affairs** – Teresa Mercado-Cota summarized the ongoing efforts with marketing support for departments, programs and enrollment. She encouraged everyone to check the SAC website when assisting students to be certain that we are providing them correct details for their needs. All were reminded about the upcoming Accessibility Workshops.
12. **Research** – Janice Love provided an overview of the Full-Time/Part-Time presentation and described the data in detail.

IV. Other

V. Next Meeting and Adjournment

The next meeting will be Wednesday, September 23, 2020 at 9:00 am via Zoom.

Dr. Flores adjourned the meeting at 11:11 a.m. Monica Zarske made a motion to approve the adjournment, with Roy Shahbazian seconding the motion. The motion was approved with no opposition.