

**SAC COLLEGE COUNCIL MINUTES**  
**January 22, 2020**

**PRESENT:** Linda Rose  
Vaniethia Hubbard  
Bart Hoffman  
Jim Kennedy  
Jeff Lamb  
Roy Shahbazian  
Madeline Grant  
Mariano Cuellar

**GUESTS:** Brenda Estrada  
Jarek Janio  
Alicia Kruszeng  
Janice Love  
Fernando Ortiz  
John Steffens  
Brin Wall  
Leisa Schumacher  
Paula Kincaid  
Kevin Kawa  
Tyler Johnson  
Michael Hoang

**LIAISON:** Scott Baker

**ABSENT:** Linda Rose  
Elizabeth Harvey  
Sean Small  
Monica Zarske  
Arianna Castillo  
Scott Baker  
Christina Romero

**I. Call to Order**

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

**II. Routine Items/ President's Items**

1. Approval of Minutes – Dr. Kennedy made a motion to approve the minutes. Roy Shahbazian made a second motion to approve with the noted corrections. The motion was passed and the minutes were approved with corrections.
2. President Report – Janice Love provided a summary of the work done to date on the Educational Master Plan. Janice provided handouts and discussed the details. Janice guided the attendees work in groups over a 30 minute period (9:10 a.m. – 9:40 a.m.) and assisted as needed. The question was raised about the name for this plan...Educational Master Plan versus Education Master Plan. Dr. Lamb noted the timeline would be taken to Academic Senate once created by Janice Love. Janice will also create next steps. The results from the attendee workgroups will be distributed by Janice Love.

**II. Constituent Reports**

1. **ASG Report** – Mariano Cuellar reported on the ASG activities that were upcoming, including the January 31, 2020 ASG Student Retreat to be held in Irvine, CA. He highlighted upcoming events to occur in the month of February 2020, including a February 7<sup>th</sup> Kick-off event, February 20<sup>th</sup> Leadership event and that the Don's Corner is the new name for the Farmer's Market. The Don's Corner will be held on

- the last Thursday of every month and the location is yet to be determined. Dr. Lamb acknowledged and thanked ASG for their efforts with the College Hour and continued discussions on Block Scheduling.
2. **Academic Senate** – Roy Shahbazian noted that the review of C.I.D. numbers is under review for the CSU system. He noted an extension of one year for the Student Centered Funding Formula and first year students by the State Academic Senate. Roy expressed concerns regarding the delay by the District Office in determining the number of faculty hires.
  3. **Public Safety** – Scott Baker reported on the new approved parking meters and that they are ADA compliant, along with the enhanced features they will contain. He noted an increased volume of external traffic on District sites. He reminded attendees to be aware and to report disruptive matters to Campus Safety. He noted the Live Safe application is the current app, but that it is not heavily utilized. Brin Wall raised a question about the accuracy of our current campus map and locations. Scott Baker noted the map will be updated within the next few months. Campus Safety will coordinate efforts with Brin Wall to communicate the details.
  4. **Student Services** – Dr. Hubbard provided the supporting details and rationale for the ReOrg Request. She noted that more technical skills are needed in the Health & Wellness Center, iPads will be implemented and processes will be streamlined. The Senior Clerk position is funded by the Student Health Fees each term. Dr. Hoffman made a motion to approve the ReOrg Request and Madeline Grant made a second motion to approve. The motion was passed and approved by all. Dr. Hubbard noted Financial Workshops will be forthcoming across campus, the Middle College High School National Consortium will be in Newport Beach in February and visiting SAC on February 10<sup>th</sup>.
  5. **Academic Affairs** – Dr. Lamb reviewed handouts with summer, fall, and spring details of actuals and targets and where we are to date, along with FTES to FTEF overall productivity. PAC is still coming in. Summer 2020 better than Summer 2019. Intersession is up from last year. Online continues to grow. Fall to Fall is still challenged. Accreditation handouts were reviewed. The, while face-to-face offerings still challenged. Steering Committee consists of principals for each subcommittee/standard team. The goal is to align the work with each team. A timeline for accreditation will be handed out at our next meeting. It includes the 3-year look and the Spring 2020 term. Professional Development is a strong component part. Training will occur following Flex Week. Dr. Ortiz reported on Guided Pathways and provided a CAP Coordinator update. An initial meeting will be held on January 23, 2020 to define roles and responsibilities and formation of success teams. Training will be ongoing. There will be a Summit on March 21. Success Team rollout is planned for Fall 2020. Dr. Ortiz shared the “Guided Pathways Scale of Adoption Assessment – Executive Summary” details. The full summary is available to all. The document continues to evolve. Twenty-three (23) essentials are now included. This document is now required to be Board approved and will need College Council approval first. BOT approval is planned for the Feb. 24, 2020 Board of Trustees meeting. The Guided Pathways website has been rolled out and is a good resource. Starfish is anticipated to help with essential practices and scaling efforts. (4<sup>th</sup> Pillar – Ensuring Learning; SLOs; PLOs; Block Schedule, Enrollment Management). It was noted that the last full report was used as a starting point. Roy Shahbazian emailed Dr. Ortiz regarding Standards 4B and 4C with his recommended changes. Dr. Ortiz read Roy’s email aloud. Roy Shahbazian made the motion to approve with the minor edits to 4B, 4C, 4D and 4E and that these changes be included in the full report. Dr. Kennedy seconded the motion. Motion approved with no abstentions. Dr. Rose questioned the 4B next steps and presuming update; Dr. Lamb – next steps for triangulation of collaborative efforts with this Pillar. Look at both internal and external audiences. How are we meeting this document will be used by the Legislative Analyst Office to determine future

- funding. Dr. Hubbard asked for clarification about Service Learning Center and noted that participation of all is key. Dr. Hubbard raised the question about the finalization of the chart. Dr. Lamb will provide at next meeting. Dr. Lamb provided an overview of details for the Request to Apply for a Grant, including that SAC will be a sub-awardee. John Steffens raised a concern about the courses in CANVAS and the custom scripts that would be required by ITS, noting lack of support levels and existing resources. Dr. Rose questioned whether the grant pays for needed resources. Dr. Lamb asked about the requirements for the script set-up and continual updating needed. It was noted that Colleague is not tied to any other Professional Development program or software. Janice Love noted that the \$5,000 in funding for Research overtime was not included. Dr. Lamb noted additional follow-up needed on the Research and Technology pieces. Dr. Lamb made the motion to pull the item at this time and bring back to a future meeting. Janice Love made a second to the motion. The motion passed with no abstentions.
6. **Continuing Education** – Dr. Kennedy reviewed the enrollment numbers to date and noted that all CEC classes are PAC. He noted the significant work done with the embedded tutors, etc. for the Guided Pathways Bridges in English and Math. Text campaign for transfer level students to participate as well. Boot Camps will include Credit and Non-Credit faculty and staff. Ongoing efforts planned to increase participation numbers. The summer program will address the needs of all incoming students.
  7. **Administrative Services** – Dr. Hoffman noted the shared concerns and uncertainty with the SCFF discussed at the recent State Budget Workshop. Dr. Hubbard noted concerns with the Governor's Proposal regarding Equity, EOPS, BSI and SSP funding. Dr. Hoffman noted the upcoming Contracts Workshop for SAC managers. He noted the campus facilities improvements are on track, including the Science Center (fall 2020), Student Center (2021), Health Sciences/Nursing (2022) and Russell Hall (down 2022) buildings.
  8. **Student Information Support** – John Steffens noted the Hobson implementation kick-off event and that focus groups will be planned in the future. Updates will be forthcoming on the migration from Web Advisor to Self-Service.
  9. **Classified** – No report (Sean Small absent).
  10. **College Advancement/Foundation** – No report (Christina Romero absent).
  11. **Public Affairs** – Brin Wall reported on the new banners along 17<sup>th</sup> Street and the campus entrance, as well as the upcoming campus interior banners to follow. The Spring 2020 marketing efforts are winding down. Work is continuing of revamping the SAC brand and identity. Black History Month, Women's History Month, etc. celebrations will be occurring over the upcoming months. Brin noted the Tuesday Safety Tips campaign and the National Stalking Awareness posts on social media, etc. Dr. Lamb noted the issued with the SAC marquee (17<sup>th</sup> and Bristol) and that repairs are needed. Brin noted that we are working with the District Office to resolve and Dr. Hoffman noted cost effective analysis to be done (repair vs. replace).
  11. **Research** – Janice Love reported on the data details that the Research department is updating from the Fall 2019 grades, with a focus on English and Math. Further that the AB705 results are being facilitated by District Office personnel. Janice distributed handouts for review. Dr. Kawa reviewed the details of the English handout, multiple measures and course outcomes for fall terms. It was noted that English 101 percentages have increased 40%, which does not include Honors courses. Janice noted the data related to the first year with support implementation in English and Math and that continual improvement is planned. It was noted that Math and English courses typically take longer for students to complete. A graph depicting the growth and increase in success completion was shared via email. Drs. Eidgahy and Galvan recommended that high school G.P.A.s be reviewed for English and Math courses and noted that average G.P.A.s for this content ranges from 1.9 to 2.6. Alicia

Kruizenga raised the question of how many students these G.P.A.s represented. It was noted that placement details would be reviewed, along with future review of the 1.9 G.P.A. rates both with and without embedded support. Tyler Johnson reviewed the details of the Math handout and noted the continuing efforts with the Math department. He noted that the embedded support is attributing to increased completion and success numbers and that student placement is important. The Math Center is assisting students who have dropped math courses. Tyler noted the details of the diversion charts sent via email. Dr. Lamb raised the question about the increase in the enrollment numbers related to the completion rate details. Madeline Grant noted the late approval of BUS 130 course by the CSU system. Early Decision advisement is guiding students to CSU course enrollment. It was noted that the Math department did not want to add PSYC 210 to the Math Flowchart. Alicia Kruizenga inquired about completion rates and passing percentages. Tyler Johnson to provide the requested details. John Steffens noted the multiple measures, through output and timing to transfer level math. Janice Love noted that the data from Spring 2020 would be interesting and that a full year of data would be needed to better analyze this information. Dr. Lamb acknowledged and thanked the Research team for their action based research work and the details regarding Early Alert, which provides an opportunity to address problems early on.

**IV. Other – None**

**V. Next Meeting and Adjournment**

The next meeting will be Wednesday, February 12, 2020, at 9:00 am in S-215. The meeting was adjourned by Dr. Lamb @ 11:02 a.m.