

SAC COLLEGE COUNCIL MINUTES
December 9, 2020

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

GUESTS:

Maria Cardona
Maria Dela Cruz
Brenda Estrada
Jarek Janio
Alicia Kruienga
Janice Love
Rick Manzano
Teresa Mercado-Cota
Cristina Miranda
Veronica Oforlea
Fernando Ortiz
Sarah Salas
Leisa Schumacher
Rachel Serratos
John Steffens
Justin Tolentino

LIAISON: Scott Baker

ABSENT: Norma Castillo
Sean Small
Christina Romero

I. Call to Order

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

II. Routine Items

1. Approval of Minutes – Madeline Grant made a motion to approve the November 24, 2020 minutes, with Jim Kennedy seconding the motion. The motion was approved with no oppositions and one abstention by Monica Zarske.
2. President's Report –Marilyn Flores provided a broad overview of why an update to the Participatory Governance Handbook is needed. Jeff Lamb cited the importance of the work on this handbook, which is critical for our Accreditation work, processes, etc. He noted that the Institutional Effectiveness and Assessment (IE&A) Committee is now incorporated in the handbook and added that subcommittees should be linked up to College Council as well. He noted the 1st Working Draft of the Accreditation Self-Study is due December 20, 2020. Fernando Ortiz presented a detailed overview of the work done to date, where we are presently and noted the last revision occurred in May 27, 2015. Discussion points and recommendations were as follows:
 - a. Teaching Learning Committee (TLC) is now included in the IE&A Committee.
 - b. Improvement of overall Participatory Governance structure in process.
 - c. Formation of Enrollment Management Workgroup in process.
 - d. New Equivalency Committee proposed. Roy Shahbazian provided an overview and explanation why the committee is proposed and its purpose, including an expedited process. Rick Manzano noted concerns with representation of committee members, citing no representatives in Career Technical Education content areas. Roy to bring back to Academic Senate. Madeline Grant noted the equivalency process is a District process

and that consultation with H.R., Santiago Canyon College and both Academic Senates should be sought.

- e. Marilyn Flores provided clarification on the role of a workgroup versus a committee and noted the naming and purpose of each group should be clear and well defined for the charge of the group. She recommended that the first annual meeting of each constituency group include a review of its purpose and charge, as well as its goals for the year ahead and what was accomplished the year prior. She also recommended to review the matrix of meetings to ensure there is no overlap, including District committee meetings be added to Article V.
 - f. Bart Hoffman noted the name change of the Safety & Security subcommittee.
 - g. John Steffens recommended consistency with naming conventions through the handbook.
 - h. Madeline Grant recommended Evaluations should be part of the Funding subcommittee (under SEAP).
 - i. OER/ZTC was formerly under Academic Senate, which has been proposed to put under SEAP.
 - j. Maria Dela Cruz recommended the addition of Workforce Council to the handbook, that Guided Pathways be listed under Equity and IE&A be listed under Accreditation.
 - k. Marilyn Flores noted there is no Classified Senate or workgroup. Tina Miranda and Sarah Salas will bring this item back to Sean Small for discussion.
 - l. Jarek Janio noted TLC and where teaching pedagogy has landed (i.e. Program Review, Student Learning Outcomes, etc.) and recommended the Learning & Engagement Team be taken back to the Academic Senate.
 - m. It was agreed that Ensuring Learning should fall under Guided Pathways.
 - n. Fernando Ortiz recommended an annual review cycle for the handbook versus a 5-year review cycle and noted that the By-Laws of Associated Student Government will be added. He also noted more help was needed with the documents and taskforce.
 - o. Recommendations were made to create meeting templates for agenda, minutes, action items, etc. and to add an Accreditation "Standard I, II, III, etc." box on these items to link the work to the applicable Accreditation Standard.
 - p. Justin Tolentino noted the importance of cross committee conversations and communication.
 - q. It was noted that no process is currently in place for the formation of new committees, subcommittees or proposals and that recommendations from College Council be defined on when they should occur.
 - r. Next Steps for Participatory Governance Handbook are:
 - a. April 28th College Council meeting – 1st Read and update.
 - b. May 12th College Council meeting – 2nd Read and update.
 - c. May 26th College Council meeting – Final review & approval.
3. Action Items – None

III. Constituent Reports – All Constituent Reports were tabled until the next meeting.

- 1. ASG**
- 2. Academic Senate**
- 3. Classified**
- 4. Public Safety**
- 5. Student Services**
- 6. Academic Affairs**
- 7. Continuing Education**

8. Administrative Services

9. Student Information Support –College Advancement/Foundation

10. Public Affairs

11. Research

IV. Other

V. Next Meeting and Adjournment

The next meeting will be Wednesday, January 13, 2021 at 9:00 a.m. via Zoom. Marilyn Flores adjourned the meeting at 10:45 a.m. Monica Zarske made a motion to approve, with Bart Hoffman seconding the motion. The motion was approved with no oppositions or abstentions.