

**COLLEGE COUNCIL MINUTES**

Wednesday, June 7, 2023 9:00-11:00 a.m., via Zoom

**Voting Members Present:**

Annabelle Nery	Sarah Salas	Monica Zarske
Vaniethia Hubbard	Larisa Sergeyeva	
Bart Hoffman	Claire Coyne	
Jeff Lamb	Jim Isbell	

**Liaisons & Guests Present:**

Dalilah Davaloz	Yuri Betancourt	Merari Weber
Tyler Johnson	Jennifer De La Rosa	Krystal Taylor
Shannon Kaveney	John Nguyen	Amanda Farah
Chantal Lamourelle	John Steffens	Christina Miranda
Daniel Martinez	Greg Toya	Maria Briseno
William Reardon	Tim Winchell	Maria Cardona
Yuri Betancourt	Armando Soto	

**1.0 Procedural Matters**

- 1.1 Call to Order: Annebelle Nery called the meeting to order at 9:02 a.m.
- 1.2 Approval of Additions or Corrections to Agenda: Annebelle Nery amended the agenda by removing the Academic Affairs Reorg. Motion moved to approve amended agenda by Claire Coyne and second by Monica Zarske.
- 1.3 Approval of Minutes – Regular meetings of May 24, 2023: Annebelle Nery called for any corrections to the minutes of May 24th and with none noted, were approved by consensus.
- 1.4 Action Items:
  - Reorganization Request (8)
    - Associate Dean, Research, Institutional Effectiveness & Planning – Jim Kennedy motioned to approve the reorg, second by Jim Isbell, approved with no abstentions or oppositions. Reorg passes by consensus.
    - High School/Community Outreach Specialist-Student Affairs – Bart Hoffman motioned to approve the reorg, second by Maria Dela Cruz, approved with no abstentions or oppositions. Reorg passes by consensus.
    - Student Services Coordinator Umoja/Ujima (U2) Program-Student Affairs – Jim Isbell motioned to approve the reorg, second by Maria Dela Cruz, approved with no abstentions or oppositions. Reorg passes by consensus.
    - Student Services Coordinator Asian Pacific Student Program-Student Affairs – Maria Dela Cruz motioned to approve the reorg, second by Bart Hoffman, approved with no abstentions or oppositions. Reorg passes by consensus.
    - Director Special Programs-Student Success-Student Affairs – Jim Isbell motioned to approve the reorg, second by Maria Dela Cruz, approved with no abstentions and two oppositions. Reorg passes by consensus.

- Administrative Secretary-Career & Assessment Center-Counseling – Bart Hoffman motioned to approve the reorg, second by Larisa Sergeyeva, approved with no abstentions or oppositions. Reorg passes by consensus.
- Director (new) Special Programs Student Conduct-Student Development – Bart Hoffman motioned to approve the reorg, second by Maria Dela Cruz, approved with two abstentions. Reorg passes by consensus.
- Student Program Specialist Thrive Center-Student Development – Maria Dela Cruz motioned to approve the reorg, second by Sarah Salas, approved with no abstentions or oppositions. Reorg passes by consensus.

During the review and approval of all reorgs stated above, the following discussions occurred:

Can reorg requests be sent for approval with a new job description before the job description is approved by the Board? Annabelle Nery explained that the reorg and new job descriptions are submitted together to help speed up the approval process.

Discussion as to why the collectively \$1M in reorg positions was not discussed prior to submitting the reorgs being reviewed today. Procedurally, they should be discussed before bringing them to College Council. Annabelle Nery stated that funding of all the reorg positions will be funded from the SRP and Growth Dollar monies that are coming in. She also added that the previous email that she sent stated the list of positions that will be recruited from the SRP dollars. She was not able to add the Growth Dollar amount in the email because it was not yet determined.

Regarding the Associate Dean, Research, Institutional Effectiveness & Planning position. Annabelle Nery explained that the outcome of their program review revealed a need for better data and resources needed to better serve the students. Program reviews also show the funding source for each requested position.

Question why unfunded positions cannot be removed from the org charts. This is a People and Culture decision. Annabelle Nery is happy to facilitate a meeting with CSEA to discuss the vacant positions.

It was also discussed why each center needs an individual coordinator. In reference to the Student Services Coordinator Umoja/Ujima (U2) Program and Student Services Coordinator Asian Pacific Student Program reorg listed above, Annabelle Nery stated that there is a need to support the equity gap. Disproportioned students represent 2% - 3% of our 40,000-student base. Therefore, there is a need for coordinators for each program.

Regarding the Director Special Programs-Student Success reorg, it was asked if this position was part of the Guided Pathways Plan. This position is not part of the Guided Pathways Plan, it is part of the work that is already in place and currently being done by managers. It is also supported by the State Chancellor. Annabelle Nery added that the Guided Pathway Plan has not been approved and was delayed until October 2023. If the Plan is not approved, the monies will not be spent and will be returned.

The job description for the Director (new) Special Programs Student Conduct was questioned as to why it included the wording "funding programs" and it not being clear as to what the candidate will be doing in regard to student conduct. It was explained that there will be an opportunity to add a description detailed job duties during the recruiting process.

## **2.0 Informational Items**

- 2.1 President Report: Annabelle Nery personally thanked Academic Senate President Jim Isabel for his time and commitment and welcomed new Academic President Claire Coyne. Annabelle Nery added that she hopes to have a more transparent evaluation process in place next year and thanked everyone.

### **3.0 Reporting Committees**

- 3.1 Academic Senate: No report. Jim Isbell thanked everyone.
- 3.2 Facilities and Safety Committee: No report.
- 3.3 Institutional Effectiveness & Assessment (IE&A) Committee: Jeff Lamb reported that they continue key topics and improve the process. Working on the handbook with Senate. Jeff Lamb thanked John Steffens for doing great work with Nuventive. He is working on a summer project with his team, Carlos Brocatto and George Sweeney. He is also working on getting Carlos from Psychology to become the Assessment Coordinator.
- 3.4 Planning and Budget Committee: Bart Hoffman reported that their last meeting was on May 30<sup>th</sup>. Mark Reynoso presented the Fund 13 Expenditure Plan. There was discussion regarding the new line items on the Expenditure Plan to be reviewed by Committee members prior to being placed on the list. Also discussed protocols in place such as program reviews and the Resource Allocation Request process. Next meeting is on September 5<sup>th</sup>.
- 3.5 Professional Development Committee: Annabelle Nery reported that Amberly Chamberlain and Merari Weber updated the committee on the professional development for faculty. A survey to all classified will be distributed this summer asking staff what their highest credentials in order to create management opportunities. Annabelle Nery is working with Christina Wagner from the Career Center to do mock interviews/resumes with classified staff. Faculty would like the same but will begin with classified staff.
- 3.6 Student Equity and Achievement Program Committee (SEAP): Jeff Lamb reported that Chantelle Lamourelle will be distributing the report via email. The Equity Institute graduation was held last Friday, unfortunately Jeff Lamb was unable to attend. Jeff Lamb will be partnering with Armando Soto regarding the AB1705 allocation resources to help students.
- 3.7 Santa Ana College Technology Advisory Committee (SACTAC): John Steffens reported that they completed their committee goal assessment, modified their membership structure and updated their strategic technology plan.

### **4.0 Oral Reports**

- 4.1 ASG: No report provided.
- 4.2 Classified: Sarah Salas reported that MOUs will be ratified on Monday, June 12<sup>th</sup>.
- 4.3 Cabinet: Vaniethia Hubbard thanked everyone that helped at commencement. Jim Kennedy reminded everyone about Family Night scheduled for August 9<sup>th</sup>, 6pm – 8pm at SAC. Jeff Lamb reported that Summer Enrollment is up by 30%.
- 4.4 Public Information Office: No report provided.
- 4.5 Other: None

### **5.0 Next Meeting and Adjournment**

- 5.1 Summer Hiatus – no meetings. Annabelle Nery adjourned the meeting at 10:59am.