

SAC COLLEGE COUNCIL RETREAT  
 January 22, 2014  
 Summary of Discussion

|                                   |  |         |  |
|-----------------------------------|--|---------|--|
| <b>President's Cabinet</b>        | Erlinda Martinez<br>Michael Collins<br>James Kennedy<br>Sara Lundquist<br>Linda Rose | ABSENT: | Ray Hicks (Academic Senate)<br>Sean Small (Classified Representative)<br>Brian Perez (ASG VP)<br>Leticia Perez (ASG Leader)<br>Lilia Brito (ICC President) |
| <b>Deans/Management</b>           | Shelly Jaffray<br>Rhonda Langston  |         |  |
| <b>Academic Senate</b>            | John Zarske<br>Madeline Grant<br>Elliott Jones<br>Jeff McMillan                      |         |  |
| <b>Classified Representatives</b> | Janet Grunbaum<br>Tom Andrews<br>Sarah Salas   |         |  |
| <b>ASG/Student Leaders</b>        | Jorge Sandoval<br>Jocelyn Carraman<br>Diego Trujillo<br>Kimberly Dietz               |         |  |

The meeting was called to order at 12:15 p.m.

**I. MISSION STATEMENT**

Dr. Martinez explained that College Council is the ultimate shared governance group on campus. Her question – Is the institution organized for student success? Is SAC in alignment with our mission of putting “a degree in every home”? Dr. Martinez discussed the history of shared governance since her arrival at SAC in 2005. She also reviewed and discussed the meeting materials.

**II. STRATEGIC PLAN UPDATE**

| Theme                  | Goals  | Strategies/Actions | Governance Committee           |
|------------------------|--|--------------------|--------------------------------|
| I. Student Achievement | A. Transfer/Program Completion: Increase transfer, progress/course completion, and attainment of certificates. | A.1 -3             | Student Success                |
|                        | B. Excellence in Teaching/Learning : Promote and sustain excellence in teaching and learning                   | B.1                | Curriculum & Instruction (TLC) |

| Theme                 | Goals   | Strategies/Actions | Governance Committee           |
|-----------------------|---|--------------------|--------------------------------|
|                       | C. Credit/Non-Credit Articulation: Enhance cooperative efforts between credit and non-credit to encourage success in workforce preparation, transfer and basic skills | D.1                | Student Success and Curriculum |
|                       | D. Eliminate Economic Barriers for Students: Eliminate barriers to enhance access and achievement of all learning goals for students.                                 | E.1-3              | Student Success                |
| II. Use of Technology | A. Students: SAC Students will graduate with skills necessary to access technology in their education and professional lives.   | A.1-3              | REWRITE II.A                   |
|                       | B. College Environment: SAC will provide a technology-rich environment for faculty, staff and students.   | B.1-11             | SACTAC                         |
|                       | C. Classrooms: SAC will provide innovative instructional technologies that will enable faculty to enhance and facilitate student learning.                            | C.1-5              | SACTAC                         |

| Theme                    | Goals  | Strategies/Actions  | Governance Committee                           |
|--------------------------|--|---|--|
| III. Innovation          | A. Course, Program, Degree-Level; Student Services, Administrative Services; Cultivate a culture of innovation to enhance student success throughout the entire college. | A.1 Academic<br>A.2 Student Services<br>A.3 Operational Support | Student Success                                |
|                          | B. Access/Outreach: Enhance opportunities for student access to non-traditional delivery modes.  | C.1-7   | SACTAC   |
| IV. Community            | A. Access/Motivation: Promote an "achievement attitude" among our current prospective student population.  | A.1-2   | Student Success                                |
|                          | B. Community/Family Involvement: Extend awareness of college as part of the community.   | B.1-2   | Student Success                                |
|                          | C. Healthful Living/ Environment: Increase awareness and practice of healthful living across the college community.  | D.1-4   | Facilities Committee                           |
| V. Workforce Development | A. Partnerships & Relationships: Develop industry partnerships & alumni relationships.   | A.1-4   | Workforce Development Committee And Foundation |

| Theme | Goals  | Strategies/Actions | Governance Committee                                 |
|-------|--|--------------------|--|
|       | B. Skills Across the Curriculum: Integrate basic and technical skills with employability and workplace competencies, to address workforce needs. | B.1-3              | Workforce Development Committee and Curriculum       |
|       | C. Skilled Employees: Support regional workforce development by becoming the primary local source of skilled employees.                          | C.1-3              | Workforce Development Committee and Curriculum       |
|       | D. Practical Work Experience: Provide practical work experience SAC students   | D.1-2              | Workforce Development Committee and Student Services |
|       | E. Career and Educational Pathway Planning: Develop and teach educational pathways leading to degree and certificate completion.                 | E.1-2              | Curriculum   |

- Student Achievement  
Dr. Martinez discussed the articles *Pathways to Completion* and *The Completion Agenda* by Terry O'Banion and an October Letter from California Community Colleges Chancellor's Office related to Updated Student Equity Plan.
- Academic Goals  
Dr. Martinez discussed early alert at SAC noting it is broken. It needs to be fixed to better serve students to get them to a successful completion. Is SAC willing to sacrifice growth to obtain completion? It is important to chase the funds, but with dutiful sense. She discussed the flow of pathways from non-credit to credit and from credit to career technical education. Is the pathway designed to succeed? What about waitlists; establishing a communication of what brings students back? What is the student's front door experience? Is there appropriate signage on campus? What resources are available to students and how do they learn about the availability of these resources?

- Institutional Effectiveness Survey  
Dr. Martinez discussed the recent institutional survey and results including the need for engagement of classified staff.
- Data Driven/Scorecard/College Success Goals

### III. STUDENT SUCCESS INITIATIVE

- Access
- Completion
- Transfer
- Bridge

### IV. SHARED GOVERNANCE/ORGANIZATION

The group reviewed, discussed and provided feedback on the current participatory governance structure. Dr. McMillan noted there are two groups of operational committees working against each other. Dr. Lundquist offered recommendation to refresh look of representation of student success committee and make equity plan recognizable. Dr. Rose suggested the members of student success committee be revised; make it focused and manageable. Dr. Martinez suggested a review of the Technology Advisory Committee (SACTAC). Mr. Kennedy suggested its mission and structure needs to be revised. Dr. Collins suggested SAC take an incorporated approach to technology purchases. Dr. Lundquist suggested that College Council is working well and questioned the need for IE & A. Dr. Collins noted that SACTAC is broken and needs to be determined how it is to be fixed; there is a lack of communication. Dr. Rose discussed IE & A and suggested it be moved into the Accreditation Steering Committee.

Dr. Martinez recapped stating it is important to look at where the committees link to strategic plan. In reviewing structure there is a need to streamline or restructuring SACTAC and IE & A with revisions to the membership of Student Success Committee. A discussion followed about college council and whether it is aligned with District structure.

Pathway to all committees, program review and underlining for professional development for all constituency groups.

The strategic plan needs to be updated but based on the discussion, the governance structure needs to be reviewed and streamlined and also strengthen college council.

Action:

- Update Strategic Plan by SAC President's Cabinet for discussion at the February 12 College Council meeting.
- Obtain active committee list (all college committee and advisory groups)
- Revisions and enhancement to governance structure
- Three layers at most

SAC President's Cabinet will revise the strategic plan and share with college council on February 12 (to be emailed by February 10) in draft format.

It is necessary for the strategic plan to drive governance and develop governance based on today's discussion.

Develop comprehensive list of all committees.

After February 12, it will be a small group and come up with the next alliteration of governance. The goal is to have this on the table and discussed by mid-March. Dr. Martinez will look at other college models.

Dr. Martinez will schedule an opportunity for conversation with classified by meeting with Sean and Janet. The goal is to align all governance committees and work toward SAC mission and strategic plan. That is the goal.

Dr. Lundquist – If we agree with these principles for effective practices, we should develop an action plan and implement them as a team across SAC.

**V. LOOKING FORWARD**

A report will be brought back to College Council for its consideration later this spring.

**VI. OTHER ITEMS**

**VII. ADJOURNMENT**

The meeting adjourned at 3:30 p.m.