

**Vega, Kennethia**

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**From:** Vega, Kennethia  
**Sent:** Tuesday, April 10, 2012 4:14 PM  
**To:** 'Clara Avila'; 'Evelyn Sanchez'; Foster, Paul; Grunbaum, Janet; Hicks, Raymond; Kennedy, James; Lundquist, Sara; Martinez, Erlinda; Porter, Monica; Romero, Christina (SAC Foundation); Rose, Linda; Small, Sean at Theatre; Turner, Sylvia; Vega, Kennethia; Wooley, James  
**Cc:** Barker, Marta; Glomba, Irene; Lusk, Geni; Scott, Karen; Valencia, Jennifer  
**Subject:** College Council & Shared Governance Retreat - Meeting Notice  
**Attachments:** 04 11 12.pdf; Shared Governance Retreat Agenda 04 11 12.pdf

Good Afternoon All:

The College Council meeting is scheduled to begin with coffee and refreshment at 8:00 a.m. tomorrow, Wednesday, April 11 in S-215 (SAC Foundation Board Room) with the College Shared Governance Retreat to follow at 9:30 a.m. in the same location. Attached is a copy of the College Council Agenda as well as a copy of the Shared Governance Retreat Agenda. Copies will be available at the meeting. Minutes of previous meetings are not available at this moment.

If you have any questions, please feel free to reply via email or call me at 714-564-6975.

Thanks,

Kennethia

P.S. – Refreshments will be provided as a collaborative effort of Sean Small and the President's Office. See you tomorrow.



**SAC College Council  
Wednesday, April 11, 2012  
Agenda**

**Special/New Items:**

1. Budget Update
2. Facilities Update

**Standing/Continuing Business:**

1. Approval of Minutes
2. SAC Safety Report – Wooley
  - Incident Report
  - Campus Safety/Emergency Preparedness
    - Fire Drill Recap
    - Table Top Discussions – April 6
3. Faculty Senate Report - Hicks
4. Classified Report – Grunbaum/Small
5. ASG Report – Sanchez/Avila
6. SAC Foundation Report - Romero
7. Enrollment Update - Rose
8. Calendar of Events
  - SAC-Ed Arnold Golf Classic – April 16
  - Management Council – April 19
  - Classified Employee Brown Bag – April 19
  - Excellence Awards – May 1
  - Author Jamie Ford – May 3
  - SAC Commencement – May 17
  - CEC Graduation – May 31
  - 200<sup>th</sup> Sheriff's Academy Graduation – May 31

**Shared Governance Reports** (Report as appropriate):

1. Curriculum and Instruction Council (TBD)
2. Accreditation Committee (Linda Rose & Bonita Jaros)
3. Technology Committee (Brian Schroeder)
4. Facility Committee (Paul Foster & John Zarske)
5. Budget and Planning Committee (Paul Foster & Jeff McMillan)
6. Student Success Committee (Sara Lundquist & Mary Huebsch)
7. Institutional Effectiveness and Assessment Committee (Bonita Jaros)

**Other Business:**

- 1.

**Next Meeting: April 25, 2012 (online via CCCConfer)**

**Santa Ana College Mission Statement**

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, workforce and economic development needs of our diverse community. Santa Ana College prepares students for transfer, employment, careers and lifelong intellectual pursuit in a dynamic learning environment.



**SAC Shared Governance Joint Retreat  
Wednesday, April 11, 2012  
9:30 a.m. - 12:00 p.m. in S-215  
Agenda**

- |              |   |                                 |
|--------------|---|---------------------------------|
| <b>I.</b>    | <b>Recap and Follow-up of College Retreat</b>   | <b>Dr. Rose &amp; Dr. Jaros</b> |
| <b>II.</b>   | <b>Review Participatory Governance Handbook<br/>Framework and operational flow<br/>(Accreditation Standard IV.A.1)</b>    | <b>Dr. Martinez</b>             |
| <b>III.</b>  | <b>New Budget Allocation Model</b>  | <b>Ray Hicks</b>                |
| <b>IV.</b>   | <b>Accreditation</b> <ul style="list-style-type: none"><li>• <b>Establishing Proficiency</b></li></ul>                    | <b>Dr. Rose &amp; Dr. Jaros</b> |
| <b>V.</b>    | <b>College Completion Efforts</b> <ul style="list-style-type: none"><li>• <b>Audacious Goals</b></li></ul>                | <b>Dr. Lundquist</b>            |
| <b>VI.</b>   | <b>Classified Brown Bag – April 19</b>  | <b>Dr. Martinez</b>             |
| <b>VII.</b>  | <b>Excellence Awards Ceremony – May 1</b> <ul style="list-style-type: none"><li>• <b>Faculty and Classified</b></li></ul> |                                 |
| <b>VIII.</b> | <b>Other Items</b>  |                                 |

**Vega, Kennethia**

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**From:** Vega, Kennethia  
**Sent:** Wednesday, February 08, 2012 4:05 PM  
**To:** Jaros, Bonita; McMillan, Jeff; Collins, Monica; 'Evelyn Sanchez'; Foster, Paul; Grunbaum, Janet; Hicks, Raymond; Kennedy, James; Lundquist, Sara; Martinez, Erlinda; Porter, Monica; Romero, Christina (SAC Foundation); Rose, Linda; Small, Sean at Theatre; Turner, Sylvia; Vega, Kennethia; Wooley, James  
**Cc:** Barker, Marta; Lusk, Geni; Glomba, Irene; Scott, Karen; Valencia, Jennifer  
**Subject:** Shared Governance Retreat - February 15 - CANCELLED  
**Importance:** High

Colleagues,

At this morning's College Council meeting it was agreed that the shared governance retreat scheduled for February 15 would be cancelled and postponed for a later date. It will be rescheduled after BAPR meets on February 22 and after the Mid-Cycle Planning Retreat of March 2. This will provide an opportunity for shared governance constituents to discuss items of interest in greater detail. Please remove the February 15 item from your calendar. Considering your various schedules the following are possible dates for the shared governance retreat:

- March 7, 9:30 -12:30 p.m. (Wednesday)
- March 12, 9:00-12:30 p.m. (Monday)

Please let me know what your availability as soon as possible, so I can move forward with making the appropriate arrangements.

Thanks,

Kennethia



***Kennethia Vega***  
***Assistant to the President***  
***Santa Ana College***  
***714-564-6975***  
***[vega\\_kennethia@sac.edu](mailto:vega_kennethia@sac.edu)***

**Vega, Kennethia**

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**From:** Vega, Kennethia  
**Sent:** Friday, September 23, 2011 11:27 AM  
**To:** Hicks, Raymond; Porter, Monica; McMillan, Jeff; Jaros, Bonita; Grunbaum, Janet; Small, Sean at Theatre; Barker, Marta; Foster, Paul; Glomba, Irene; Jackson, Shannon; Kennedy, James; Lundquist, Sara; Lusk, Geni; Martinez, Erlinda; Rose, Linda; Vega, Kennethia  
**Subject:** Shared Governance Annual Retreat - January 2012

Cabinet and Constituency Representatives:

In looking at the calendar for the next annual Shared Governance Retreat, I'd like to consider Wednesday, January 18, 2012. This is during flex week prior to the spring semester. Typically, the meeting begins at 12:00 noon with lunch and goes through till about 3:30 or 4:00 p.m. Please let me know if this works for you so that we can get it on the calendar and avoid other conflicts. Thanks,



***Kennethia Vega***  
***Assistant to the President***  
***Santa Ana College***  
***714-564-6975***  
***[vega\\_kennethia@sac.edu](mailto:vega_kennethia@sac.edu)***

**Vega, Kennethia**

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**From:** Vega, Kennethia  
**Sent:** Wednesday, March 03, 2010 10:19 AM  
**To:** Vega, Kennethia; Martinez, Erlinda; Foster, Paul; Fujimoto, Norman; Lundquist, Sara; Ripley, Ed; Small, Sean at Theatre; Grunbaum, Janet; Zarske, John; Jaros, Bonita; McMillan, Jeff; Porter, Monica; Hicks, Raymond  
**Cc:** Lusk, Geni; Barker, Marta; Jackson, Shannon; Bodiford, Gaylynn  
**Subject:** RE: Proposed Participatory Governance Mini-Retreat - PLEASE REPLY

Good Morning All:

Thank you very much for your quick responses. I think we have a date and time for the mini-retreat. After some consultation with Bonnie and reviewing John's email I believe Monday, **March 29 at 12:00-2:00 p.m. in F-126** works best for everyone. Bonnie needs to be at TLC at 2:00 p.m. and John had some issues with the earlier start due to class/labs. So I'm hoping this timeframe works for you all. Please reply to confirm availability or your adjustability. Thanks everyone,

Kennethia Vega  
Assistant to the President  
Santa Ana College  
1530 West 17th Street  
Santa Ana, CA 92706  
(714) 564-6975

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**From:** Vega, Kennethia  
**Sent:** Tuesday, March 02, 2010 5:13 PM  
**To:** Martinez, Erlinda; Foster, Paul; Fujimoto, Norman; Lundquist, Sara; Ripley, Ed; Small, Sean at Theatre; Grunbaum, Janet; Zarske, John; Jaros, Bonita; McMillan, Jeff; Collins, Monica; Hicks, Raymond  
**Cc:** Lusk, Geni; Barker, Marta; Jackson, Shannon; Bodiford, Gaylynn  
**Subject:** Proposed Participatory Governance Mini-Retreat  
**Importance:** High

Good Afternoon All:

Dr. Martinez would like to reconvene the participatory governance group for a mini-retreat to discuss some budget and college strategy. The proposed date is Monday, March 29 at 11:00-1:00 p.m. (include lunch) or 1:00-3:00 p.m. If this date and times do not work, we will also consider March 24 at 9:00 a.m. in place of the scheduled online college council meeting. This meeting would be in person however.

I know your schedules are equally difficult due to teaching or administrative tasks, and appreciate your quick reply to this request to meet. Thanks,

Kennethia Vega  
Assistant to the President  
Santa Ana College  
1530 West 17th Street  
Santa Ana, CA 92706  
(714) 564-6975

**Vega, Kennethia**

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**From:** Martinez, Erlinda  
**Sent:** Wednesday, March 03, 2010 9:51 AM  
**To:** Zarske, John  
**Cc:** Vega, Kennethia  
**Subject:** RE: Proposed Participatory Governance Mini-Retreat

John, to be honest, I'm hesitant. Steve has not been included in our retreat for the past few years. As much as we all know and respect Steve, it changes the chemistry by having a new person in the room. I don't want to imply, preempt or have it perceived that we are talking about anything related to bargaining. If I include one bargaining unit I've slighted the others.

This explains my hesitation.

Do you want to discuss this further? EJ

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**From:** Zarske, John  
**Sent:** Wednesday, March 03, 2010 9:24 AM  
**To:** Vega, Kennethia; Martinez, Erlinda  
**Subject:** RE: Proposed Participatory Governance Mini-Retreat

E,

What do you think about including Steve Eastmond in these discussions?

J

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**From:** Vega, Kennethia  
**Sent:** Tuesday, March 02, 2010 5:13 PM  
**To:** Martinez, Erlinda; Foster, Paul; Fujimoto, Norman; Lundquist, Sara; Ripley, Ed; Small, Sean at Theatre; Grunbaum, Janet; Zarske, John; Jaros, Bonita; McMillan, Jeff; Collins, Monica; Hicks, Raymond  
**Cc:** Lusk, Geni; Barker, Marta; Jackson, Shannon; Bodiford, Gaylynn  
**Subject:** Proposed Participatory Governance Mini-Retreat  
**Importance:** High

Good Afternoon All:

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I know your schedules are equally difficult due to teaching or administrative tasks, and appreciate your quick reply to this request to meet. Thanks,

**Kennethia Vega**  
Assistant to the President  
Santa Ana College  
1530 West 17th Street  
Santa Ana, CA 92706  
(714) 564-6975

**Vega, Kennethia**

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**From:** Lundquist, Sara  
**Sent:** Wednesday, January 27, 2010 11:35 AM  
**To:** Vega, Kennethia  
**Subject:** Draft of Retreat Agenda  
**Attachments:** Shared Governance Retreat 02 2010-Draft-SWL.doc

***Sara Lundquist, Ph.D.***  
Vice President, Student Services  
Santa Ana College  
1530 W. 17th Street  
Santa Ana, CA 92706  
714-564-6085 (office)  
714-564-6086 (fax)





**SAC Shared Governance Joint Retreat**  
**Tuesday, February 2, 2010**  
**12:00 p.m. - 4:00 p.m. in F-126**  
**DRAFT Agenda**

**Opening Lunch/Brief Agenda Review**

Comments from Erlinda and Ray about what we hope to accomplish, driving/restraining forces, and possible missing topics that should be included.

- I. Organizational Effectiveness**
  - a. College Organizational Structure
  - b. Shared Governance Update and Preview of February 3rd Shared Governance Committee Workshop
  - c. Our Next SAC Strategic Planning Retreat
- II. Student Learning and Success**
  - a. The SAC Educational Master Plan
    - i. Current status & work in progress
  - b. The SAC Facilities Master Plan
    - i. Milestones and needs
    - ii. Possible college-only facility bond
    - iii. External fundraising campaign for the Clock Tower
  - c. What Works: February 5<sup>th</sup> college wide convening
  - d. Bank on Santa Ana: Student micro loans & financial services
- III. Budget and Resources**
  - a. Snapshot of what we know today
  - b. Implications as we set the stage for the 2010-2011 year
  - c. Reconfirmation of SAC's Budget Priorities
  - d. Restoration of Positions & Programs: Pursuing resources
  - e. Possible student-centered event at The Spot
- IV. Special Topics and Initiatives**
  - a. Accreditation: Report and strategy for mid-term report
  - b. Classified Professional Development Update
  - c. SAC's 100<sup>th</sup> Anniversary: Launching the planning work
  - d. Related formal and informal communication: Our collective and individual responsibilities in a rapidly changing environment
  - e. Chancellor Transition Update (search/selection process & events)
  - f. Additional topics

**Vega, Kennethia**

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**From:** Vega, Kennethia  
**Sent:** Monday, June 08, 2009 10:19 AM  
**To:** Vega, Kennethia; Hicks, Raymond; Small, Sean at Theatre; Grunbaum, Janet; Foster, Paul; Fujimoto, Norman; Lundquist, Sara; Martinez, Erlinda; Ripley, Ed; Jaros, Bonita; Zarske, John; Porter, Monica; Fondren, Stephanie; McMillan, Jeff  
**Cc:** Saunders, Maureen; Barker, Marta; Lusk, Geni; Jackson, Shannon; Bodiford, Gaylynn  
**Subject:** RE: Shared Governance Retreat  
**Importance:** High

Shared Governance Retreat Members:

Please make your sandwich/salad selection from the Paradise Bakery & Café menu by clicking on the link that follows:

<http://www.paradisebakery.com/orderform/21.pdf>

Please select a "Paradise box lunch" at \$8.75 in the middle of the page which includes a sandwich or salad with chips and cookies. I need your order before end of day today. If I don't receive your selection by end of day today, I'll be making the selection for you.

Stephanie and Jeff, I know you're unable to attend and wish you much relaxation on your vacations. Janet, I have your selection, but if you want something different. Please let me know.

Thank you,  
Kennethia Vega  
Assistant to the President  
Santa Ana College  
1530 West 17th Street  
Santa Ana, CA 92706  
(714) 564-6975

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**From:** Vega, Kennethia  
**Sent:** Thursday, May 28, 2009 2:18 PM  
**To:** Hicks, Raymond; Small, Sean at Theatre; Grunbaum, Janet; Foster, Paul; Fujimoto, Norman; Lundquist, Sara; Martinez, Erlinda; Ripley, Ed; Jaros, Bonita; Zarske, John; Porter, Monica; Fondren, Stephanie; McMillan, Jeff  
**Cc:** Saunders, Maureen; Barker, Marta; Lusk, Geni; Jackson, Shannon; Bodiford, Gaylynn; Vega, Kennethia  
**Subject:** Shared Governance Retreat

Good Afternoon Everyone:

The next shared governance retreat has been scheduled for Tuesday, June 9 at 1:30 p.m. in F-126. Please confirm your attendance by replying to this email. Thank you and have a great day.

P.S. - If I missed someone on the distribution of this email, please let me know so that they can be invited too. Thank you,

Kennethia Vega

Assistant to the President  
Santa Ana College  
1530 West 17th Street  
Santa Ana, CA 92706  
(714) 564-6975

**Vega, Kennethia**

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**From:** Vega, Kennethia  
**Sent:** Wednesday, January 28, 2009 10:30 AM  
**To:** Martinez, Erlinda; Foster, Paul; Fujimoto, Norman; Lundquist, Sara; Ripley, Ed; Hicks, Raymond; Grunbaum, Janet; Small, Sean at Theatre  
**Cc:** Saunders, Maureen; Barker, Marta; Bodiford, Gaylynn; Jackson, Shannon; Lusk, Geni; Vega, Kennethia  
**Subject:** Shared Governance Planning Retreat - Tuesday, February 3

Good Morning All:

The Shared Governance Planning Retreat is scheduled for Tuesday, February 3 at 12:00 p.m. Lunch will be provided. But you must make your selection of a salad or sandwich from Kaffa Café (please click on this link to make your selection from the menu: <http://www.kaffainc.com/kaffamenu.html>) Please forward your menu selection to me by Friday, January 30.

If you have any questions, please do not hesitate to contact me. Thanks,

P.S. – Ray and Maureen: I have not yet received names of the Academic Senate Executive Board (or designees) planning to attend the retreat. Please forward this email to them and cc me so that they too can make their menu selection. Thank you,

**Kennethia Vega**  
Assistant to the President  
Santa Ana College  
1530 West 17th Street  
Santa Ana, CA 92706  
(714) 564-6975

**Vega, Kennethia**

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**From:** Lundquist, Sara  
**Sent:** Saturday, March 08, 2008 10:25 AM  
**To:** Vega, Kennethia; Barker, Marta; Bodiford, Gaylynn; Fujimoto, Norman; Grindel, John; Jackson, Shannon; Lusk, Geni; Martinez, Erlinda; Mennealy, Kathy  
**Subject:** RE: Participatory/Shared Governance Structure

Dear Friends,

This is a follow-up item that builds from our Strategic Planning Retreat with the Academic Senate and will be needed for the Self-Study as well. We agreed at the last College Council meeting (electronic) that the narrative was fine. The elements that need to be added from our retreat are the following for each council/committee:

1. The committees or task forces that report to it
2. The meeting schedule or pattern, if not already listed (If you do not know the exact dates, then it would be "meets monthly on the second Tuesday of the month at 1:30 p.m., for example)
3. Finalize the membership structure edits as we discussed with the senate to be sure they are accurate
4. List the co-chairs as well as the classified staff person that serves as a resource to the group

This should just take a few minutes and will be a great follow-through item to keep the positive momentum going from our retreat. All edits should go back to Kennethia who will create the final merged document for us, as she indicated in her message below. When finalized, I recommend that we take the item back to College Council as part of the conversation about appointments for next year.

Sara

***Sara Lundquist, Ph.D.***

Vice President, Student Services  
Santa Ana College  
1530 W. 17th Street  
Santa Ana, CA 92706  
714-564-6085 (office)  
714-564-6086 (fax)

-----Original Message-----

**From:** Vega, Kennethia  
**Sent:** Thursday, March 06, 2008 8:16 PM  
**To:** Barker, Marta; Bodiford, Gaylynn; Fujimoto, Norman; Grindel, John; Jackson, Shannon; Lundquist, Sara; Lusk, Geni; Martinez, Erlinda; Mennealy, Kathy; Vega, Kennethia  
**Subject:** Participatory/Shared Governance Structure

Cabinet:

Sara asked that I provide you with the word version of the shared governance structure.

Unfortunately, it is not in one file. It will be converted to one file as we finalize it, but I needed the flexibility for revision purposes of the individual committees. Please pardon the separate files and feel free to simply forward me your changes, modifications, corrections, etc. thanks and have a great weekend.

**Kennethia Vega**

Assistant to the President  
Santa Ana College  
1530 West 17th Street  
Santa Ana, CA 92706  
(714) 564-6975

**Vega, Kennethia**

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**From:** Vega, Kennethia  
**Sent:** Monday, April 09, 2007 5:50 PM  
**To:** Barker, Marta; 'Claudia Rodriguez'; Davaloz, Dalilah; 'Ernest Alonzo'; Fujimoto, Norman; Grunbaum, Janet; Kanouse, Noemi; Lundquist, Sara; Martinez, Erlinda; McMillan, Jeff; Mennealy, Kathy; Vega, Kennethia; Wooley, James  
**Subject:** College Council - April 11 - Cancelled

Hello College Council Team:

Since we are all scheduled to meet on Friday, April 13 at the Annual Planning Retreat, Erlinda has cancelled **the College Council meeting scheduled for Wednesday, April 11**. Also, our next meeting is scheduled for Wednesday, April 25 and this will be an in-person meeting instead of our scheduled on-line meeting. Please let me know if you are available for the April 25 meeting. Thank you and we'll see you on Friday at the Annual Planning Retreat.

**Kennethia Vega**  
Assistant to the President  
Santa Ana College  
1530 West 17th Street  
Santa Ana, CA 92706  
(714) 564-6975