



SANTA ANA COLLEGE MISSION STATEMENT

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community. Vision Themes of Santa Ana College: I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

APPROVED

Senate Business Meeting Minutes

Date: **May 23, 2017**

Time: **1:30 pm – 3:30 pm**

Place: **I-209**

Members Present

Michael Buechler	Stacey Littlejohn
Alondo Campbell	Flo Luppani
Dori Dumon	Jane Mathis
Noemi English	Ana Meckes
Ed Fosmire	Luis Pedroza
Susan Garnett	Kristen Robinson
Genice Gilreath	Teresa Simbro
Gina Giroux	Irene Soriano
Benjamin Hager	Brian Sos
Charles Jang	Tommy Strong
Louise Janus	Robert Stucken
Elliott Jones	John Tashima
Brian Kehlenbach	Mike Taylor
	George Wright

Absent

Maria Aguilar Beltran
 Michelle Hardy
 Ray Hicks
 Mark Higgins
 Moises Medina
 Amit Mishal
 Edwin Pulido
 Monica Zarske

Guests

Maria Camarena
 Kristen Guzman
 Zeke Hernandez
 Mary Huebsch
 Bonnie Jaros
 Raul Rodriguez
 Linda Rose
 George Sweeney
 Melissa Utsuki

I. **Call to Order** – meeting called to order at 1:30 pm

II. **Approval of Additions or Corrections in Agenda** –

Meeting changes are tabling the agenda item of updates for the Department Chair Resource Guide and Maria Camarena will be presenting the S4S Peer Mentoring Program in place of Maria Beltran. Motion moved by Susan Garnett; Seconded by Louise Janus. Approved unanimously by all Senators present.

III. **Public Comments** (Three-minute time limit)

- Psychological Services change after 2017-2018 The APA Psychological Services Program Internship will be suspended. Anyone with value for the Internship please contact Dr. Rose for a discussion before the decision is made.

- Musical Tribute to Bonnie Jaros in recognition and appreciation for her important and amazing work at Santa Ana College
- Send off and great appreciation to President Elliott Jones as the Academic Senate President for the past two years

IV. **Approval of Minutes** May 9, 2017

Minutes reviewed and motion moved by Louise Janus; seconded by Irene Soriano to accept the minutes as written. Approved unanimously by all Senators present.

II. **Presentation** Dr. Linda Rose- Guided Pathways

Dr. Rose addressed what Guided Pathways is and how the program functions. Important points:

- It needs to be faculty driven to make it successful
- Goal is to have students move through their program of study as quickly as possible
- There will be a summit for Guided Pathways in the fall and an application will be placed on the SAC website for faculty to review
- SAC completion rate is under 50%-investigation of student barriers are needed
- Guided Pathways will also include non-credit students
- Pre-requisites completion is often a barrier for the students- they feel overwhelmed
- Collaborative effort with faculty from all areas is crucial for program
- Anyone interested in being part of Guided Pathways initial planning email Dr. Rose
- Book available in the library *The Redesigning of American Community Colleges* would be helpful for faculty to read in regards to Guided Pathways.

III. **Presentation** Dr. Raul Rodriguez

- **Update on Saudia Arabia Project-** Have been there since February and is a 3 year contract. About 8 people are indirectly working for us. They are not RSCCD employees but hired through our partner in Saudi Arabia. Fully staffed will be 16 people in fall. We are on schedule. Our goal is to assist them in building the school, starting it, managing it and improving their educational system. Biggest challenge now is the internet conductivity. First payment due in August. Hope to make approximately 1 million dollars. It benefits SAC students with district revenue. ASG has been consulted for expenditure of income. When questioned by faculty regarding when the first payment from Saudia Arabia is expected and the amount it would be Chancellor Rodriguez responded that it might be in August but no specific date or amount was stated and said he wasn't sure on either.
- 8 million ongoing structural deficit due to costs increasing from PERS/STRS/Collective bargaining agreements
- Budget Report to Board of Trustees- Phase I- 4 million in cuts no effect on operations
- RSCCD received 4 million dollars from the State going into our base so we don't have to touch the stabilization funds - 28 million dollars
- Phase II-Next year the budget might affect our operations. Budget and adjustments will need to be made. Last resort is to cut jobs.
- Difficult to create more revenue due to decrease in enrollment. Two-thirds of State have decreased enrollment. Even if growth occurs growth revenue is capped at state level.
- Last fall budget/structural cuts were initially reviewed by VP's and Vice-Chancellors. Plan for next year will start in summer. Request was made to give faculty and Academic Senate ample time to evaluate next set of budget cuts prior to their inception.
- Forty-Two million dollars has been set aside for retirement program.

- Chancellor Forums will take place in the fall.

IV. **Presentation** Maria Camarena – S4S Peer Mentoring Program and possible CAI follow-up
 Students 4 Students (S4S) Peer Mentor Program was funded through 3SP and equity in Spring 2016. Initially piloted with 8 students and with 72 students in the program. The purpose of the program was to create a community of students that would help other students on campus and to help with students' engagement and connectedness. Students are S4S Peer Mentors who assist students in various programs on campus including the IQ bar in admissions and the Library, where they help out with SAC applications, class enrollment, and Digital Dons laptop loan program. Mentors in the Assessment Center assist counselors with class presentations to help students understand the importance of the placement test and how their results might affect the classes they get placed in at SAC. Peer Mentors connect students with counselors and other resources on campus through the Adelante Program- now to be called SAC Promise Program and with Basic Skills Counselors. Champions are peer mentors who help students connect to the Math and Learning Centers. First Year Connect peer mentors through Outreach also help students not lose their BOGs by reaching out to students when they are at risk of losing their BOGs. If you have any students interested, applications are due June 16. Students do get paid and it helps them improve their communication and leadership skills. Two semester minimum and a two year maximum commitment with a requirement of 10-15 hours per week.

V. **Action Item** Susan Garnett – First Reading: **Resolution S17-03**
Support for the Formation of the Department of Adults with Disabilities for Santiago Canyon College Continuing Education

Important points discussed:

- First reading at SCC did go through SCC Senate
- It serves young adults on high level of autism scale, however this is instructional-not DSPS
- These students exist in the gray area and none of their activities are funded or curriculum for them. This could help faculty build curriculum for them
- Will assist in getting these students job training and having follow-up
- Asking State Chancellor's Office to create a new department
- Only 1 faculty in district to serve these students
- Will help apportionment and funding for these students and programs

Senators- bring back to your division for feedback and give to Susan Garnett prior to second reading which will be at the Fall Senate Retreat

VI. **Action Item** Elliott Jones – First Reading: Revision of Department Chair Resource Guide
 Tabled until Fall 2017 meeting

VII. **Reports**

a. President – Elliott Jones

- Near the end of next year is time for a senate leadership position for President-elect and Secretary/Treasurer
- Fall 2017 Senate Retreat Meeting will be Wednesday, August 23 in A-210. Time TBA
- Straw poll regarding Fall Senate Social input: have meeting start later, then have Social start soon after meeting. Save the Date info will be sent out before summer break.

b. Secretary/Treasurer – Teresa Simbro

- Please send Teresa your senators for next academic year

c. ASG Representative- Edwin Pulido – no report

- d. Curriculum – Monica Zarske/Brian Sos – no report
- e. Planning & Budget – Ray Hicks - Written report sent. Refer to attachment.
- f. Facilities – Brian Kehlenbach – no report
- g. SACTAC – George Sweeney - Written report sent. Refer to attachment.
- h. Student Equity/Student Success – George Sweeney - Written report sent. Refer to attachment.
- i. Accreditation/TLC – Bonnie Jaros – no report
- j. BSI/Faculty Development – Mary Huebsch - Written report sent. Refer to attachment.
- k. SCC Senate Secretary/Treasurer– Mike Taylor – no report

VIII. **Division Reports as Needed**

Automotive – NATIF- third party organization that benchmarks technical standards for teaching. SAC just got master re-accredited from NATIF. Also received CTE Star award from California Dept of Education. We have the highest employment rates of programs in the state. SAC's faculty and counseling focus is on the holistic mechanic.

DSPS- Mental Health Awareness Month-Spring renewal drop in session about communication at The Spot today. Some students interested in employment skills such as resume, LinkedIn.

Workshops scheduled in May & June

Health Sciences – Nursing has 2 accreditations coming up this fall so are working on self-studies.

Counseling- electronic education plan- trying to get it up and running. Students can now register straight from the educational plan. No link on website, but counselors send them the link. Possibly demo in fall AS meeting. Ellucian is the product utilized- electronic educational plan.

IX. **Other** - none

XIII. **Adjourn** Meeting was adjourned at 3:30 pm

Written Reports:

Planning & Budget Report – Ray Hicks

Some discussion was held about the shortfall in enrollment in 2016-17 and the unlikely possibility of going into stabilization this current year. However, while there has been some improvements to the credit enrollment, the real likelihood of going into stabilization in the 2017-18 fiscal year is high. Along with a strong marketing plan, SAC has a very good opportunity to grow in 2018-19, coming out of stabilization healthy and strong. Nevertheless, enrollment is calculated as a district, which makes SAC dependent on enrollment at SCC, as well. Clearly, this is an item we will keep very close watch over in the future.

The Quarterly Budget Performance Report was given and accepted into the record. SAC continues to function within its budgetary guidelines, in line with accreditation standards.

SAC outlined its budget reduction plan per the Chancellor's request. SAC was able to cover half of the reductions from Fund 13, one time money, and the rest from line reductions, mostly from some over-funded accounts. One question worthy to be asked is whether the cuts will be necessary in light of Governor Brown's May Revise released earlier in the month, which increased base funding, largely to cover the overall increases in the STRS and PERS responsibilities. We will know more after the state budget is signed sometime before June 30.

A workgroup has been established to help improve some of the areas identified in the recent RAR effectiveness survey and discussed at the senate retreat in February. Several members of the P & B committee have agreed to participate.

The next meeting is scheduled for June 6th, D-Day, if necessary, since it is finals week.

George Sweeney

Technology

1. The new website front-page should go live on the morning of Saturday, May 27.
2. There is a SACTAC meeting on May 25 at 2:30 pm in S-215.

Student Equity

1. Full multiple measures implementation has begun for all Early Decision students. The percentage of students who placed into English 101 has increased from 32% to 55%. The percentage of students who placed into one level below college-level in math or college-level is now at 81%
2. We are currently completing Mental Health Awareness month. This week there is a Men's Health Awareness `Days on May 24th and 25th from 9 am to 3 pm.
3. Wednesday, May 31, 2017 1:30-2:30 pm, Dr. Terrence Roberts, member of the Little Rock Nine will be giving a talk for this year's Book of the Year in Phillips Hall.

Academic Senate Professional Development Updates – Mary Huebsch

- 2017 Professional Development Survey Results
 - 318 participants (classified = 135; faculty =163)
 - Topic of most interest to classified staff & faculty: Technical skills (e.g. computer, software)
 - Other topics of high interest to faculty: knowledge and understanding of instructional practices in my main subject field(s), student assessment practices, teaching from an equity-minded perspective
- Kognito Training to support students suffering from psychological distress <https://ccc.kognito.com>
- 8/8 & 8/10 Adjunct Institute
- Coming soon: Register for fall flex week workshops in the Santa Ana College Faculty Development Tracking System in WebAdvisor
- 8/ 21 – 8/25 Flex Week (Includes EEO training from 1:30 to 3:30 on August 22nd)

Respectfully submitted,

Teresa

Teresa Simbro
Secretary/Treasurer
SAC Academic Senate