

SAC COLLEGE COUNCIL MINUTES  
September 12, 2018

PRESENT:	Linda Rose Bart Hoffman Vaniethia Hubbard James Kennedy Jeffrey Lamb Madeline Grant Monica Zarske Roy Shahbazian Theresa Hagelbarger Lithia Williams Breanna Ceja, ASG President	GUESTS:	Esmeralda Abejar Carol Comeau Maria Dela Cruz Brenda Estrada Kevin Kawa Alicia Kruizenia Mark Liang Janice Love Doug Manning Kimberly Mathews Teresa Mercado-Cota Veronica Oforlea Michelle Priest John Steffens Melissa Utsuki
LIAISON:	Lt. Scott Baker		
ABSENT:	Theodore Moreno		

**I. Call to Order**

Dr. Rose called the meeting to order at 9:13 a.m.

**II. Routine Items**

1. Approval of Minutes – August 8, 2018 (Not available). The minutes of the August 8 meeting were not available for review.
2. President
  - Research – Janice Love reviewed data results of the student satisfaction survey pointing out the best things SAC has to offer, how the student experience could improve at SAC and other demographic information. She explained Spring 2018 students completed the survey on August 27-28. SAC average scores are 4.1 with 5 being excellent. Comments regarding construction have gone away with the opening of the central mall area. Diversity is mentioned multiple times and students are pleased with faculty and teaching, flexibility and affordability. They prefer 8-week classes and the library is the highest rated program every year. Food and healthy options on campus is an issue and students want more activities for groups. Also noted were comments that the SAC website needs to be updated. Comments will be distributed to managers for discussion in their divisions/departments meetings.
  - Research – Kevin Kawa discussed update on the SENSE Survey that will begin on Monday, September 17 through October 1. He extended appreciation to all volunteers noting he only needed a few more. At the Guided Pathways Institute #4, we learned that the data from the survey serves as the baseline and then in six years repeat the survey to see what changes were successful.
  - Information Technology – John Steffens reviewed user data for the SAC mobile app. The app availability is being promoted through flyers and social media. PIO, Melissa Utsuki can provide more flyers as needed. The information can also be posted on Canvas. ASG offered to provide flyers and information to students as well. Mr. Steffens also reviewed the draft technical project roadmap noting the burden placed on ITS to support projects currently in process including Colleague integration,

Curricunet Meta, Multiple Measure Placement, Online Education Plans, Early Alert and Website redesign just to name a few. The roadmap is a snapshot of the technical projects for the period September 2018 through September 2019 and there is a need to be strategic about the priorities and outcome. EOPS reported great feedback from the new text messaging system with 95% attendance at a mandatory meeting due to notification to students through the text model.

3. Academic Affairs

- Faculty Senate Report – Monica Zarske provided a brief report on the activities of the faculty senate, including discussions on AB705 (completing math and English courses within first year), distance education collaborating with SCC, EEO Training, support of ASG for college hour, and tobacco free campus, and online teaching goals.
- Enrollment Report – Dr. Lamb reported that credit enrollment is slightly up in comparison to last year, with noncredit being slightly lower in their comparisons. He is working with deans and senate on how the schedule is developed, considering block schedule, and getting right size classes into right rooms.

4. Administrative Services

- SAC Safety Report – Lt. Baker briefly discussed presentations held during professional development week, recent incidents on campus and announced the Great California Shake Out scheduled for October 18 at 10:18 a.m. (and 7:18 p.m.).
- Facility Committee Report – Dr. Hoffman discussed activities of the Facilities Committee including 9,200 free parking permits provided for guests of the college during the period February through August 2018. This is an issue of accountability, fairness, and developing a better solution. Dr. Hoffman also discussed facility projects including the Science Center, the Johnson Center and the Health Science Center. He reviewed a new process for requesting facilities modifications (maintenance and public works) along with AR 6601, noting new forms are accessible on the facilities webpage. The next meeting is September 18 in F-126.
- Planning and Budget Committee Report – Dr. Hoffman explained that fund 11 is on-going money, while fund 13 is one-time funds. There is \$6.7 million rollover from the ending balance and will be distributed across campus. While the State funding formula is benefiting the institution at this time, it could change based on student success. The college will receive \$3 million more this year from State funding formula. At the next meeting, the committee will conduct self-evaluation of meeting goals and college wide resource allocation request process and effectiveness survey. Next meeting is October 2 at 1:30 p.m.

5. Continuing Education – Dr. Kennedy noted that continuing education is doing well. All areas have revised curriculum and implemented new programs. ESL trends are successful with twice the rate of completion in comparison to previous year. Adult education is showing usual results of completion. CTE programs have accelerated pathway and it is very exciting to see work faculty have achieved. Continuing Education is in the developmental stage of guided pathways. The next meeting of SACTAC is Thursday, September 27 at

2:30-4:30 p.m. to review the technical roadmap and the five-year replacement plan.

6. Student Services

- ASG Report – Breanna Ceja, ASG President, provided a brief report on the activities of student government including Spirit Day September 12 and 19, Hispanic Heritage Celebration on September 17, Homecoming Pep Rally on October 4 and shared examples of shirts distributed to encourage student spirit. The second student representative will be present at the next College Council meeting. She shared that over 800 students attended the ASG hosted welcome and they received positive reviews along with improvements for the next event. Club rush is today and tomorrow with over 20 clubs participating. SAC and SCC ASG teams will meet to collaborate on future planning.

**III. Other Business**

1. Janice Love encouraged all faculty, staff and managers to participate in the needs assessment survey on behalf of the SAC Foundation.
2. Dr. Oforlea noted the Health and Wellness Center staff will be present at club rush. Dr. Hubbard spoke briefly about concerns related to the Health and Wellness Center, but assured everyone that it is a top priority and she is working with Dr. Oforlea for complete transparency. She has met with ASG and discussed their concerns, explained the staff turnover including the resignation received right before the beginning of the semester. The center is short-staffed and action is being taken to address student needs. For questions, contact Dr. Oforlea or Dr. Hubbard. Dr. Rose encouraged managers to control rumors and improve communication with staff by meeting once a month or on a consistent basis.
3. A brief discussion followed regarding the planning sessions to begin on September 26 with values and vision statements, the review and updating of the enrollment management plan, the facilities master plan and the educational master plan and the respective cyclical assessments of those plans.
4. Classified Report – Theresa Hagelbarger reported on recent professional development survey and the number of courses provided for classified staff. A number of staff are working on degrees at various levels. There is a big push for skills and to have job descriptions updated.

**IV. Next Meeting and Adjournment**

The next meeting is September 26 and is set for the Planning Session along with any routine items on agenda. This meeting adjourned at 10:45 a.m.