

SAC COLLEGE COUNCIL MINUTES
October 25, 2017

PRESENT:	Linda Rose Carol Comeau Frances Gusman James Kennedy Monica Zarske Elliott Jones Madeline Grant Theresa Hagelbarger Lithia Williams Juan Esqueda, ASG President Pedro Mendez, ASG 2 nd Representative	ABSENT:	Michael Collins Sean Small
		LIAISON:	Lt. Scott Baker
		GUESTS:	Maria Dela Cruz Brenda Estrada Mary Huebsch Martha Montoya-Herrera Michelle Priest George Sweeney Melissa Utsuki

I. Call to Order

Dr. Rose called the meeting to order at 9:05 a.m. and explained the new look of the agenda. She also explained that during the meeting cycle, she intends to handle routine business at the first meeting of each month and planning matters at the second meeting of the month. However, due to the cancellation of the first meeting of the month of October and the holiday in November those meetings will address both matters on the same agenda.

II. Action/Discussion Items

1. Integrated Plan: Basic Skills Initiative, Student Equity and Student Success and Support Program
Dr. Rose provided a brief summary of the history the three plans and how the Chancellor's Office has blended the funding together. Mary Huebsch noted the Academic Senate approved the plan yesterday. Upon approval by College Council, it will be presented to the RSCCD Board of Trustees for approval prior to submission to the California Community Colleges Chancellor's Office in December. A discussion followed including how this plan aligns with the four pillars of Guided Pathways, the need for increased technology and higher completion rates and outcomes that could affect the allocation. It was moved by Monica Zarske and seconded by Lithia Williams to approve the plan as presented. The motion carried unanimously.
2. Vision Statement – Dr. Rose explained how the mission statement supports to vision, values and goals of the college. She then led an exercise similar to the mission statement activity asking everyone to split into groups to discuss the following questions:
What is the single overriding purpose of SAC? What is the ONE Thing?
Group 1 – Being here has empowered students.
Group 2 – Educate students and improve lives.
Group 3 – Enhance employability/quality of life.
Group 4 – Create environment of discovery.
Group 5 – To challenge students.
Group 6 – Access for all students.
Group 7 – Promotion completion for all students.

What do we want to ultimately achieve or create?

Group 1 – Prepare students for the workforce through certificates or transfer or pathways. Prepare students from programs through pathways to achieve, inspire, transform and empower.

Group 2 – Improve the lives of our students and their family, community.

Group 3 – Transform students into citizens of the world.

Group 4 – Help students to build confidence in themselves.

Group 5 – Instill a love of learning in our students.

Group 6 – Provide the feeling of a safe environment – create and maintain a safe environment for our students to learn and grow.

Each constituency group was asked to solicit more answers to the questions to be considered at the next meeting on November 8.

3. Values

III. Standing/Continuing Business

1. Approval of Minutes –September 13, 2017 and September 27, 2017

It was moved by Dr. Kennedy and seconded by Monica Zarske to approve the minutes of the September 13 and September 27 meetings as presented. The motion carried unanimously.

2. President

- Classified Report – Theresa Hagelbarger confirmed that CSEA is working negotiations and everything is going well.
- SAC Foundation Report

3. Academic Affairs

- Faculty Senate Report – Monica Zarske reported on the senate meeting noting approval of the integrated plan, a discussion on DACA to support SAC students, and review of several resolutions to be considered at Plenary.
- Curriculum and Instruction Report
- Enrollment Report
- Accreditation Report

4. Administrative Services

- SAC Safety Report – Lt. Baker briefly commented on the Earthquake Drill of October 19 that completed with evacuation of all buildings in 14 minutes. The drill exposed the need to address some radio issues. Lt. Baker also provided an update on door locks and future changes in collaboration with M & O staff. It was confirmed that all staff is to inform Campus Safety when they are entering and exiting a building during non-operational hours. Dr. Rose explained her request of VPs to provide a work schedule of every classified employee in their respective areas, noting the purpose is related to safety and the recent incident that occurred with a transient entering the A Building very early in the morning. She also confirmed the President's Cabinet has established the general operating hours of 7:00 a.m. – 10:00 p.m. (Monday-Friday). The CSEA agreement provides for alternate work schedules, but if employee is working different schedule that could be another issue. A follow-up discussion occurred related to Saturday classes, and campus safety opening doors for only staff that can identify themselves with an ID. Dr. Rose asked that information discussed be shared with constituency groups.

- Facility Committee Report – No report
 - Planning and Budgeting Committee Report – No report
5. Continuing Education – No report
6. Student Services
- ASG Report - Juan Esqueda provided a brief report on the activities of the ASG. Pedro Mendez discussed the lack of support for the Digital Don program and getting the message out to students of the availability. Dr. Kennedy encouraged students to attend the open SACTAC meeting on Thursday. Also needed are more orientations so that students can get a digital don laptop. Frances Gusman confirmed the division is working on streamlining the process.
 - Student Success & Equity Committee Report – Frances Gusman noted the Student Success & Equity Committee met and revised their structure and goals. A draft was presented for review. It will be considered for approval at a future college council meeting during the annual review process.

IV. Other Business

1. Reorganizations
- College Research Department (Reporting Assignments Only)
Dr. Rose explained the reason for changing the reporting assignments of the Research Department to the President's Office because of the work they perform is for the entire college moving them from Student Services and Academic Affairs. It was moved by Dr. Kennedy and seconded by Frances Gusman to approve the reorganization of the research department as presented. The motion carried unanimously.
 - Science Storekeeper/Lab Technician (new) and Job Placement Coordinator (new)
Carol Comeau and Dr. Priest explained the need for the Science Storekeeper/Lab Technician and Job Placement Coordinator to support the grant and partnership for Bio-Tech. While the positions will be housed at SAC they will work for grant partners IVC, Fullerton College and OCC as well. The positions are not legacy positions and when the grant ends, so will the positions. It was moved by Carol Comeau and seconded by Monica Zarske to approve the reorganization of the Science Storekeeper/Lab Technician as presented. The motion carried unanimously.
 - Athletic Director (new)
Carol Comeau and Dr. Manning explained the need for the Athletic Director position to support the 18 athletic teams at Santa Ana College that includes weekend and evening coverage of the various games/tournaments. The position is needed also for the safety of our athletes. In support of the request, Dr. Manning distributed a chart that compared the number of attempted units by athletes Fall 2012 to Spring 2017. It was moved by Frances Gusman and seconded by Monica Zarske to approve the reorganization of the Athletic Director as presented. The motion carried unanimously.

V. Next Meeting and Adjournment

The next meeting is November 8 at 9:00 a.m. in S-215. This meeting adjourned at 10:41 a.m.