



**COLLEGE COUNCIL MINUTES**

Wednesday, November 10, 2021

**Voting Members Present:**

Marilyn Flores  
Vaniethia Hubbard  
Bart Hoffman  
Jim Kennedy

Jeff Lamb  
Madeline Grant  
William Nguyen  
Monica Zarske

Jim Isbell  
Julio Luna  
Maria Dela Cruz

**Liaisons & Guests Present:**

David Waters  
Christina Romero  
Dalilah Davaloz  
Brenda Estrada  
John Steffens

Kevin Kawa  
Teresa Mercado-Cota  
Veronica Oforlea  
Fernando Ortiz  
Alicia Kruiuzenga

Cristina Gheorghe  
Maria Cardona  
Doug Manning  
Leisa Schumacher

**1.0 Procedural Matters**

1.1 Call to Order

- Marilyn Flores called the meeting to order at 9:03 a.m.

1.2 Approval of Additions or Corrections to Revised Final Agenda

**Approved**

- Monica Zarske motioned to approve the agenda for November 10, 2021 as presented, which was seconded by Bart Hoffman and approved with six yes votes and no abstentions or oppositions.

1.3 Approval of Minutes – Regular meeting of October 27, 2021

**Approved**

- Bart Hoffman motioned to approve the October 27, 2021 minutes, which was seconded by Monica Zarske and approved with six yes votes and no abstentions or oppositions.

1.4 Action Items

- Institutional Effectiveness & Assessment Committee
- Goal-Setting and Assessment Template-Update-Fernando Ortiz noted the last IE&A meeting conflicted with the SAC & SAUSD Planning Retreat-Part 2 meeting and did not meet quorum resulting in this item being tabled to the December IE&A meeting.

**2.0 Informational Items**

2.1 President Report

- SOVA Climate Survey-Kevin Kawa provided a detailed overview of the survey results and shared a cautionary note about the sensitive data elements contained in this report and recommended the information be shared first internally. The survey results indicated that SAC does not have a widespread focus on Equity (28% response) but noted that SAC values it. Marilyn Flores noted this survey was done in April of 2020 and noted the improvements in our Equity work to date citing wi-fi in parking lots for students, food bank, flexible hours at the Library for students, etc. Kevin noted that the data cannot be aggregated out by worksite, the fifteen (15) questions were broken into three (3) Indicator

categories, this is the first time SAC has done this survey, President's Cabinet first review of data and that next steps are to be determined. With this data now available, a question arose about What do we do with this data? The importance of using this data in a meaningful way was cited and that Professional Development could showcase the work we are doing and Spring 2022 Convocation will include breakout sessions with these data sets provided. The importance of listening to the shared voices was emphasized as progress continues to cultivate changes with systematic considerations and not limiting the work to specific groups. The following viewpoints were shared:

- Focus is needed in the real areas of need versus doing too many things.
- Crucial to have representation from all groups.
- Siloes still exist
- Improvements could be made in sharing/reporting out on the work SAC is doing.
- Important to read the difficult comments to have the real conversations needed.
- Qualitative data was requested.
- These data elements are not part of the USC Equity Alliance Survey (students only), which is not yet available.
- The SOVA results should be shared with the various Participatory Governance ("PG") reporting Committees to collect feedback and then 1<sup>st</sup> Comments should be brought back to College Council and feedback provided on how we can improve.
- These results will be shared with Chancellor's Cabinet and President's Cabinet.
- These results will be shared with Dr. Kathy Obear.
- A copy of the survey results will be shared with College Council Members and Chairs of the PG Committee Chairs.

### **3.0 Reporting Committees**

- 3.1 Academic Senate- Jim Isbell noted the importance of including dignity and respect as we have these difficult conversations throughout our Equity work, building bridges of equality and Leaders set the example. He thanked Marilyn Flores for the shared hiring list, Cristina Gheorghe for Research's work on the COVID-19 Survey, Jeff Lamb for presenting the planned Reorganizations and noted the Personal Exemption Mandate will be discussed at a future meeting.
- 3.2 Facilities Committee ("FC")-Bart Hoffman reported on the October 19<sup>th</sup> special meeting for the Facilities Master Plan ("FMP") Forum and highlighted the FC goals discussions, Safety & Security goals will be added, Scheduled Maintenance one-time funding with work occurring over the next two (2) years from these funds and the next FC meeting will occur on November 16<sup>th</sup>.
- 3.3 Institutional Effectiveness & Assessment Committee-Fernando Ortiz reported that quorum was not met at the last meeting, the Goal Setting template was tabled to the next meeting, the 1<sup>st</sup> Read of the Enrollment Management Plan will occur at the December 1<sup>st</sup> meeting and thanked Monica Zarske (Accreditation) and Jaki King (Program Review) for their recent presentations.
- 3.4 Planning and Budget Committee ("P&BC")-Bart Hoffman reported on the November 2<sup>nd</sup> P&BC meeting and noted that the first quarter financial statements indicate we are on track for spending our funds. Mark Reynoso summarized the 2021-2022 RAR items, noted \$3.3 million will be funded for these items and encouraged everyone to move quickly to encumber their

allocated funding to spend down their balances before the year-end deadlines. William Nguyen noted the last Tentative and Approved budgets did not go through P&BC and highlighted the presented reorganization requests. Vaniethia Hubbard reported both HEERF I & II funding is exhausted, plans have been developed to spend down the \$13million in HEERF III funding with an extension requested to exhaust these funds and acknowledged the efforts from Blythe Paz and Mark Reynoso for their collaboration and work on all HEERF funding items. An important reminder was provided to spend down the allocated funds.

- 3.5 Professional Development Committee-Teresa Mercado-Cota reported on the upcoming November 17th meeting and highlighted the Equity related speakers for Professional Development areas with Latinx-Undocu Scholars Week, AAPI month, LGBTQI month and Black History month. She noted the importance of collaboration on Heritage Month event planning and the need to streamline and/or create a process, as well as encouraging all to include ASG (Dr. Estrada), Equity (Dr. Ortiz or Maria Aguilar Beltran), etc. for funding support and requests. She noted the importance of consistency in our processes and that planning efforts are underway for Spring 2022 convocation. Teresa concluded her report by highlighting the December 16<sup>th</sup> Northgate Markets and December 17<sup>th</sup> Spark of Love Toy Drive events,
- 3.6 Student Equity and Achievement Program Committee (SEAP)- Fernando Ortiz reported on the meeting last week and noted the work on the Equity Mid-Year Report by Maria Aguilar Beltran, which will be distributed at a later date. A reminder was shared that SAC Research has training opportunities available. The SEAP Committee yearly goals and it was noted that members should be engaged in the work for meeting the goals. Kevin Kawa presented on the Student Success Conference and the function and role of the Research office working to advance the Equity work in both the Committees and Subcommittees. Kevin acknowledged the efforts of Cristina Gheorghe and John Steffens for their efforts. Workshops will be forthcoming for faculty and staff.

#### **4.0 Oral Reports**

- 4.1 ASG: Julio Luna thanked the Student Committee and highlighted the upcoming Indigenous Heritage Month event on November 17<sup>th</sup>.
- 4.2 Classified: No report provided. It was noted that new Classified representatives are planned.
- 4.3 Cabinet:
- Administrative Services: No report
  - Academic Affairs: Jeff Lamb reported on the Core Inquiries received from ACCJC and the ongoing work responding to these inquiries, and enrollment update citing a 50% increase in headcount for Dual Enrollment, with a slightly downward trend in overall FTES. He acknowledged all of the Deans, Department Chairs and Division Office staff or their efforts in the development of the Spring 2022 class schedule with overall flexibility to meet student needs. A recommendation was made to rename Intersession to Winter Session, which will be brought to the Marketing and Enrollment Management Plan committees. Jeff highlighted the reorganization of Academic Affairs and noted he met with faculty, departments, managers and held forums to actively seek feedback. Doug Manning reported on Anthony White the new Football Head Coach and noted the teams 6-2 record thus far and both Cross Country and Wrestling teams were State Champions. Jeff concluded his report highlighting the Science Center Grand Opening event on January 26, 2022, following by the two-day Resource Fair on January 27<sup>th</sup> and 28<sup>th</sup>.
  - Continuing Education: Jim Kennedy reported on the increase in FTES by 425 compared to this time last year and highlighted that Continuing Education anticipates ending the Fall term with double-digit growth. Focused efforts are underway for enrollment in the Spring 2022 term, with heavy emphasis on re-enrollment efforts. The Self-Service training efforts

are ongoing and CEC will host a Vaccination Clinic on November 13<sup>th</sup> from 9am-12noon in collaboration with Orange County Health Agency and Latino Health Access. He concluded his report noting that CEC offices will be moving into a new space at SAC.

- Student Services: Vaniethia Hubbard reported on:
  - Thrive Center
    - Thanksgiving Drive Through Food Distribution November 16<sup>th</sup>
    - 602 students signed up to receive a Thanksgiving Holiday box provided by OC Food Bank or Albertson's gift card
    - We still need volunteers so please sign up as your schedules permit.
  - Vax Incentive Campaign
    - Nearly 1900 students who've uploaded their proof of vaccinations, this includes credit and noncredit
    - As the BOT considers Student Mandate, I have formed a joint SAC/SCC planning workgroup to discuss operational strategies for tracking and monitoring students who receive the vaccine and/or request exemptions.

#### 4.4 Other:

- William Nguyen noted the Spring 2022 term will bring more students returning to campus for F2F classes, the Assessment Center requires a five-day notice period and the importance of on-site COVID-19 testing.
- Dalilah Davaloz reported on the increased marketing efforts and noted final preparations are being coordinated for the November 19<sup>th</sup> Vaccination Clinic Town Hall, which will include COVID-19 vaccination and booster shots availability.

## **5.0 Next Meeting and Adjournment**

5.1 December 8, 2021 9:00 a.m. – 11:00 a.m.

5.2 Marilyn Flores adjourned the meeting at 11:00 a.m.

Via Zoom

**Adjournment**