

COLLEGE COUNCIL MINUTES

Wednesday, April 24, 9:00-11:00 a.m., Zoom

https://rsccd-edu.zoom.us/j/81268295268?pwd=Ap6g7NDbK30KRLdsGqdejIXv2Mjt0b.1

Meeting ID: 812 6829 5268 / • +1 669 444 9171 US

Voting Members Present:

Annebelle Nery Larisa Sergeyeva Maria Dela Cruz Vaniethia Hubbard Claire Coyne Lithia Williams

Jeff Lamb Sarah Salas Kristi Blackburn (Alternate)

Jim Kennedy Monica Zarske Steve Bautista

Bart Hoffman Emmanuel Rodriguez

Liaisons & Guests Present:

Yuri Betancourt	Dalilah Davaloz	Jennifer De La Rosa	Shannon Kaveney
Daniel Martinez	John Nguyen	Leisa Schumacher	John Steffens
Greg Toya	Eden Andom	Iris I. Ingram	Pilar Traslavina
Marvin Gabut	Mark DeAsis	Sara Butler	Tim Winchell
Ernie Gomez	Tanisha Burrus	Jimmy Nguyen	Chantal Lamourelle
Paul Vernola	Krystle Taylor	Jaki King	Maria Briseno
Janet Cruz-Teposte	Jennifer Valencia	Gilberto Cardenas	Lorena Chavez

1.0 Procedural Matters

- 1.1 Call to Order: Annebelle Nery called the meeting to order at 9:02 a.m.
- 1.2 <u>Approval of Additions or Corrections to Agenda:</u> With no revisions noted, the agenda was approved by consensus.
- 1.3 <u>Approval of Minutes-Regular meeting of March 13 and March 27, 2024:</u> Claire Coyne motioned to approve the minutes for both meetings, which was seconded by Bart Hoffman. The motion was approved by consensus.
- 1.4 Action Items:
 - Request for Reorganization (2):
 - <u>CEC Administrative Support:</u> Claire Coyne motioned to approve the reorg, which was seconded by Bart Hoffman. The motion was approved by consensus.
 - College Research: Bart Hoffman motioned to approve the reorg, which was seconded by Larisa Sergeyeva. The
 - motion was approved by consensus.
 - New Committee Request (1):
 - <u>Data Committee:</u> Claire Coyne motioned to approve the new committee request, which was seconded by Vaniethia Hubbard. The Committee description will be brought forward for a 1st and 2nd Reading at a future meeting. The motion was approved by consensus.
 - Other items (1):
 - Case Manager Job Description (NEW)-3rd Read: Bart Hoffman motioned to approve the 3rd Read of the new job description, which was seconded by Claire Coyne. The motion was approved by consensus.

2.0 Informational Items

- 2.1 President's Report: Annebelle Nery provided a summary of her recent President's Board Report found here:
 - o April 15, 2024 President's Board Report YouTube
- 2.2 District Office Follow-up Portfolio and Personnel Requests:

- a. Business Services: Portfolio and Personnel Requests: Iris I. Ingram provided a detailed overview of the personnel needs in her reporting area, along with the supporting rationale for the requests. At the conclusion of the overview, Annebelle Nery noted the College would not be providing any approvals on the requested positions until such time as the College reviewed and approved its staffing requests and needs in alignment with the budget and future funding expected.
- 2.3 <u>Board Policies & Administrative Regulations- 2nd Review:</u> Annebelle Nery and Vaniethia Hubbard provided a detailed overview of the following AR items, which all received a first and second motion and approval by consensus with the shared recommendations included.
 - AR 3505 Emergency Response Plan
 - AR 3515 Reporting of Crimes
 - AR 3516 Registered Sex Offender Information
 - AR 3500 Campus Safety
 - AR 5015 Residence Determination
 - AR 5010 Admissions
 - AR 5040 Student Records
 - AR 6100 Delegation of Authority, Business & Fiscal Affairs
 - AR 6200 Budget Preparation
 - AR 6250 Budget Management
 - AR 6303 Fiscal Accountability
 - AR 6305 Reserves
 - AR 6320 Investments
 - AR 6400 Financial Audits
 - AR 6750 Vehicle Operation and Parking

Following the detailed overview of the following four (4) AR items below, motions were made and approved by consensus to table these items to the next meeting.

- AR 3502 Networked Video Cameras (NEW)
- AR 6300 Fiscal Management
- AR 6450 Wireless or Cellular Telephone Use
- AR 7600 Campus Security Officers (NEW)

3.0 Reporting Committees

3.1 <u>Academic Senate:</u> Claire Coyne provided a detailed report, which included the reading of the Academic Senate Resolution to rename the Veteran's Resource Center in honor of John Acuna.



Resolution S2024.03 Rename VF



JAcunaBio_VRCInfo rmation.pdf

- 3.2 Facilities & Safety Committee: Bart Hoffman had no report to provide.
- 3.3 <u>Institutional Effectiveness & Assessment (IE&A) Committee:</u> Jeff Lamb, Daniel Martinez and Claire Coyne provided an overview of the recent IE&A meeting and projects in process.
- 3.4 Planning and Budget Committee: Bart Hoffman reported on the last meeting with no additional items to report.
- 3.5 <u>Professional Development Committee:</u> Eden Andom reported Classified Leadership Institute (CLI), a non-profit organization representing Classified Professionals in California (cccs.org) and upcoming events planned during the week of May 20-24 for Classified Appreciation Week.
- 3.6 <u>Student Equity and Achievement Program Committee (SEAP):</u> Chantal Lamourelle shared her report via the meeting chat.



- 3.7 <u>Santa Ana College Technology Advisory Committee (SAC TAC):</u> John Steffens reported on the recent meeting and topics from the recent TAG meeting.
- 3.8 <u>Enrollment Management Committee (EMC):</u> Jeff Lamb provided an overview on the EMC's work in progress and update on the continued efforts with finalizing the Enrollment Management Plan and the alignment of that with the Educational Master Plan, as well as how these two items intersect and operationalizing them.
- 3.9 <u>Guided Pathways Steering Committee (GPSC)</u>: Tanisha Burrus provided a summary report of the GPSC's work and various projects outlined in the following PPT.



College Council GP Report 4.23.24 (TBur

4.0 Oral Reports

- 4.1 <u>ASG</u>: Manny Rodriguez reported on the upcoming ASG hosted events in April starting with today's Donuts for Denim Day, April 25th DSPS Senator workshop Neurodivergence 101, April 30th Trans and Autism Intersection workshop. He concluded his report noting ASG elections in the month of May for the 24-25 academic year, with a Coffee with Candidates event that will be hosted to meet those running for positions.
- 4.2 Classified: No report provided.
- 4.3 Cabinet:

<u>Student Services:</u> Vaniethia Hubbard provided a detailed report of the recent and upcoming events in Student Services and the continuation of Commencement planning.

<u>Academic Affairs:</u> Jeff Lamb provided an overview of enrollment to date compared to this time last year and where we are meeting our projected target. His report concluded highlighting some of the upcoming year-end events.

<u>Continuing Education:</u> Jim Kennedy provided reported on the Noncredit enrollment to date and continued growth with the anticipation that CEC will exceed its FTES projection. He concluded his report highlighting the recent events hosted at CEC and the upcoming Student Success Conference on May 10th at SAC.

<u>Administrative Services:</u> Bart Hoffman reported on the progress in filling the vacant positions in M & O, as well updates on Facilities items.

- 4.4 <u>Public Information Office</u>: Dalilah Davaloz reported on the various projects the PIO office is facilitating, upcoming marketing and advertising efforts and planning efforts for Commencement.
- 4.5 Other: No reports provided.

5.0 Next Meeting and Adjournment

5.1 May 8, 2024 9:00 a.m. – 11:00 a.m. via Zoom

5.2 The meeting was adjourned at 11:00 a.m.