SANTA ANA COLLEGE

COLLEGE COUNCIL MINUTES
Wednesday, May 14, 2025, 9:00-11:00 a.m., via Zoom
https://rsccd-edu.zoom.us/j/81208270132?pwd=vJ0zaF9mMjuvoDKX3JlgNjt7LSg45o.1
Meeting ID: 812 0827 0132 / +1 669 444 9171 US

College Council Voting Members Present:

Annebelle Nery	Lithia Williams	Jennefer Boulagjame
Vaniethia Hubbard	Sean Small	Jackie Nunez
Bart Hoffman	Claire Coyne	Jennifer De La Rosa
Jim Kennedy	Susan Hoang	Kristi Blackburn
Jeff Lamb	Steve Bautista	

Liaisons & Guests Present:

Eden Andom	Maria Briseno	Brenda Estrada	Daniel Martinez	Tina Miranda
Bill Reardon	Ethereal Reyes	Leisa Schumacher	John Steffens	Greg Toya
Mark Reynoso	Jennifer Valencia	John Nguyen	Mary Steckler	Parisa Samaie
Mark DeAsis	Suzanne Freeman	Andrea Picchi	Matt Beyersdorf	Madeline Grant
Rosa Bernal	Merari Webert	Krystle Taylor	Janet Duesenberry	Maria Estrada
Christine Cecil	Chantal Lamourelle	Mary Hegarty	Tanisha Burrus	Pilar Traslavina
Monica Macmillen	Liliana Oropeza	Kelvin Leeds	Lorena Chavez	Jennie Beltran
Paul Vernola	Matt Morin	Javier Galvan	Geoff Jones	Anthony Pagan
Marvin Gabut	Jessica Avalos	Janet Cruz-Teposte	Alondra Hernandez	Caralou Rosen
Christina Romero				

1.0 Procedural Matters

1.1 Call to Order: Jeff Lamb called the meeting to order at 9:04 a.m.

1.2 Approval of Additions or Corrections to Agenda: Jim Kennedy motioned to approve the agenda, which was seconded by Sarah Salas and approved as stands.

1.3 Approval of Minutes – Regular meetings of April 23, 2025: Bart Hoffman motioned to approve the minutes, which were seconded by Claire Coyne and approved with three (3) abstentions (Steve Bautista, Sarah Salas and Susan Hoang).

1.4 Action Items:

- Request for Reorganizations (3):
  o Academic Affairs - Administrative Clerk: Bart Hoffman motioned to approve the reorg, which was seconded by Vaniethia and passed.
  o Kinesiology/Athletics – Director of Football: Bart Hoffman motioned to approve the reorg, which was seconded by Vaniethia Hubbard and passed with one (1) abstention (Sean Small).
  o School of Continuing Education-2nd Read: Vaniethia Hubbard motioned to approve the reorg, which was seconded by Bart Hoffman and passed.

2.0 Informational Items

2.1 President Report: The most recent report can be found in the link below.
   a. April 14, 2025, President's Board Report: https://youtu.be/wI0fX9bV1NI?si=lwY_jAacEYPLnotX
   b. SAC Website Implementation – Update: Annebelle Nery provided a brief update on the implantation status and noted that she would invite Kimberly Perna back to College Council during the Fall term.

c. <u>Draft—Update to Board Policy and Administrative Regulations Process:</u> Annebelle Nery provided a detailed overview of the District's process in the past and how discussions are ongoing to create improvements and efficiencies with the College constituencies. IE&A reviewed the Draft document and provided further recommendations. Discussions will continue ensuring College Council's role in this process is memorialized and presented to Chancellor's Cabinet as an Action Item from the College. These efforts will ensure the colleges have vetted the items as part of this process.

d. <u>District Office Position Requests:</u> Annebelle Nery provided an overview of the District process, including the requests for positions which should be requested via their Program Review annually. The District Profiles / Program Reviews can be found on the RSCCD website and are presented to the colleges so that the campus sites can consider any requests for positions. The District positions that were presented to SAC's Planning & Budget Committee in May of 2025 were: 1) 2 District Senior Safety Officers, and 2) 2 Human Resources (HR) positions (Director of HR and Principal HR Analyst. These 4 positions represent a total cost of $738,814.00. It was noted that P&B was in strong support of the 2 Senior Safety Officer positions and the District would need to determine funding for the other requested positions. Discussions ensued noting that P&B would present the funding of positions to College Council as part of this process. The IT positions discussed will be brought to P&B on a future agenda and will be determined if SAC has the available resources for any additional position requests. Further, the Vice Chancellor of ITS will prioritize any needed positions under ITS and communicate those details to the College.
   a. <u>Safety Office (DSO) Positions (2):</u> Jim Kennedy motioned to approve the position requests, which was seconded by Claire Coyne and passed.
   b. <u>Human Resources (HR) Positions (2):</u> Discussions ensured with no action on these requests at this time.

e. <u>College Council Membership:</u> Annebelle Nery provided an overview of this informational item and invited the constituencies to provide their recommendations to leadership. Thes efforts will demonstrate continuous improvement and be shared with IE&A as well. The recommendations are noted below. Discussions ensued with a recommendation to vote by consensus. The constituencies will discuss the recommendations below and bring back the feedback to a future meeting.
   a. ASG: 4 representatives (3 Credit and 1 Noncredit)
   b. CSEA: 4 representatives (mirror SCC with 2 Credit and 2 Noncredit, with alternate)
   c. AS: 4 representatives (1 Academic Affairs, 1 Student Services, 1 Continuing Education & 1 AS President)
   d. Administration: 8 representatives (5 President's Cabinet & 3 Deans/Managers (1 Academic Affairs, 1 Student Services & 1 Continuing Education))

2.2 District Committee Reports:
   2.2.1 <u>District Council (DC):</u> Annebelle Nery reported on the approved BP & AR items at HRC and reaffirmed District Mission Statement and DC meeting schedule.
   2.2.2 <u>Fiscal Resources Committee (FRC):</u> Bart Hoffman reported no updates since the April 23rd College Council meeting, workgroup efforts, District Office allocation model and POE to do an Annual Review.
   2.2.3 <u>Human Resources Committee (HRC):</u> Annebelle Nery reported on the EEO Plan and Rancho Academy presentation.
   2.2.4 <u>Physical Resources Committee (PRC):</u> Bart Hoffman reported no meeting had occurred since May 7th, delays with 17th Street entrance, T-Building updates, Budget Stabilization Fund, Capital Outlay and Deficit Factor. The next meeting will take place on May 21st.
   2.2.5 <u>Planning & Organizational Effectiveness Committee (POE):</u> Clare Coyne reported on the District Planning Manual, IE&A collection of feedback, 2nd Review of District Planning Manual planned for last POE meeting this year, and District Office positions will be voted on in June.
   2.2.6 <u>Sustainable RSCCD Committee (SRC):</u> Bart Hoffman reported no meeting had occurred since April 23rd College Council meeting and the SRC Plan was completed.
   2.2.7 <u>Technology Advisory Group (TAG):</u> John Steffens reported on the May 1st meeting, website presentation by Kimberly Perna, Strategic Technology Plan, Zoom AI companion and privacy concerns, data integrity and 4 IT

positions requested. These 4 positions will be deferred back to the Vice Chancellor for determination of importance.

3.0 Reporting Committees

3.1 Academic Senate (AS): Claire Coyne reported on the May 13th meeting, Credit for Prior Learning, AS Resolutions passed, No-Show Cancellation Fees, Distance Education Advisory Group Handbook and changes in College Council appointments from the Senate.

3.2 Facilities & Safety Committee (F&S): Bart Hoffman reported the next meeting is scheduled May 20th, Unhoused & Homeless workgroup and requests from across campus for free parking. F&S will report back to College Council next year on the recommendations from this workgroup.

3.3 Institutional Effectiveness & Assessment Committee (IE&A): Daniel Martinez and Claire Coyne reported on the District Planning Manual and requested feedback from IE&A and the college. The collective feedback will be shared with the Voting Members of College Council.

3.4 Planning and Budget Committee (P&B): No report provided.

3.5 Student Equity and Achievement Program Committee (SEAP): Annebelle Nery reported on the presentation by Osiel Madrigal at the Student Success Conference, SEAP Plan 2025-2028 and workgroup, evaluation of institutionalized activities over summer, focus on closing equity gaps and final meeting on May 22nd.

3.6 Santa Ana College Technology Advisory Committee (SAC TAC): John Steffens reported on the April 23rd meeting, District Office Strategic Technology Plan, Comprehensive Education Plan, new ASG representative Ariel Smith, Blackbelt Chat, technology upgrades at CJA and Ocelot.

3.7 Guided Pathways Steering Committee (GPSC): Tanisha Burrus reported on the May 7th meeting, detailed summary of GP activities and data presentation by Daniel Martinez.

3.8 Enrollment Management Committee (EMC): Matt Morin reported the next meeting is May 20th, the SAC team who will be attending the Enrollment Management Academy conference, FTES scheduling process for division and departments and upcoming Enrollment Management Retreat.

3.9 Data Committee (DC): Daniel Martinez reported no meeting occurred in April and the next meeting is 2 weeks from now.

4.0 Oral Reports

4.1 ASG: Jennefer Boulagjame reported on student elections, Student Trustee forum, APITA Heritage Month celebration, joint Resolutions with Academic Senate, No-show Cancellation fee and Student Leadership banquet.

4.2 Classified: Sarah Salas reported on today's Awards for Excellence Ceremony from 1:00-3:00 p.m., activities during CSEA week May 19-May 23, online PD trainings, recent CEC Townhall and next meeting on May 20th.

4.3 Cabinet:

Student Services: Vaniethia Hubbard reported on the success of GRADCON, Commencement details, VRC moving back to the M-Building, and Robert Manson's retirement.

Academic Affairs: No report.

Administrative Services: No report.

Continuing Education: No report.

4.4 Public Information Office: Ethereal Reyes shared the highlights from recent videos and success on social media.

4.5 Professional Development (Quarterly): No report provided.

4.6 Other: Eden Andom shared a reminder about 2025 Family Night planned for August 7th from 6:00-8:00 p.m.

5.0 Next Meeting and Adjournment

5.1 May 28, 2025   9:00 a.m. 11:00 a.m.   Zoom

5.2 June 11, 2025   **CANCELLED**

5.3 Meeting was adjourned at 11:04am.