

SAC COLLEGE COUNCIL MINUTES  
June 13, 2012

PRESENT:	Erlinda Martinez James Kennedy Sara Lundquist Linda Rose Ray Hicks Monica Porter Janet Grunbaum Evelyn Sanchez, ASG President	ABSENT:	Sean Small Clara Avila, ASG Representative
		LIAISON:	Christina Romero James Wooley
		Guest:	Sylvia Turner

**I. CALL TO ORDER**

Dr. Martinez called the meeting to order at 9:05 a.m.

**II. APPROVAL OF MINUTES** – February 8, February 22, March 14, April 11 and May 9, 2012

The minutes of the February 8, February 22, and March 14 meetings were approved as presented. The minutes of the April 11 meeting were approved with minor corrections to page 2.

**III. SPECIAL/NEW ITEMS**

Budget Update

Dr. Martinez announced the budget continues to be “a sad state of affairs.” She discussed the ending balance and the opportunity for SAC to use the ending balance which will drop to \$5-6 million; that includes salary agreements. Apportionment is going to be delayed again and some districts (not RSCCD) will be unable to make payroll. RSCCD/SAC is not in that position. If necessary, RSCCD can borrow funds to meet payroll obligations. However, enrollment may come up short and change the percentage between the two colleges.

Facilities Update

Dr. Martinez announced the repair of a main water pipe has been completed, but the water pressure is being slowly restored so as not to “blow out” any additional fractures in the system. She commended everyone for their patience during the unplanned repair of a 60 year old pipe. It is anticipated that full water support will be up by the afternoon.

College Avenue will now be closed to through traffic and will be ready to pave soon. Lt. Wooley noted the trees to outline the entrance through College Avenue have arrived on campus.

Mr. Kennedy extended his apologies to Ms. Grunbaum and staff who were not made aware of an asbestos inspector who had approval to enter the Johnson Center and their office areas. He was remiss in not informing all occupants of the building. A full environmental scan was performed and at no time during the inspection was staff exposed to asbestos or hazardous materials. All tests have been completed with a normal rating. Ms. Grunbaum explained the issue was that the technician did not identify himself while he entered various offices in the Johnson Center causing staff to be fearful. Following a brief discussion, it was

agreed that the appropriate protocol is for outside vendors to provide identification when entering office areas.

#### Bond Resolution

Dr. Martinez discussed the possibility of RSCCD going out for a bond in the amount of \$198 Million for SAC. The purpose would be to fulfill the master plan. Once the Board takes action to approve the resolution for a bond, there are very strict guidelines staff must follow when discussing the subject of the bond. Dr. Martinez shared that the polling statistics revealed strong support in the 70-80% range. Staff and students will be asked to support the organized efforts through volunteer opportunities during non-working hours. Dr. Martinez discussed the possibilities including upgrades to the infrastructure, tear-down and replacement of buildings, and noting first on the list is the science building and then maybe a new Fine and Performing Arts Center. Dr. Martinez discussed Initial Project Proposals, (IPPs), Final Project Proposals (FPPs) and the development of a project list and overall footprint of the college. She will reinstate the Facilities Master Plan Committee and call for a meeting in July.

#### Classified Employees Survey

Dr. Rose briefly discussed the survey that was distributed to classified employees via email to gather their feedback on college communication. This instrument will be used to assess and address issues as needed and show compliance with accreditation processes. The deadline was last week and 109 responses were received. The deadline was then extended and the results are anticipated to be ready tomorrow. Mrs. Grunbaum asked how the results will be shared with classified employees campus-wide. Dr. Martinez explained that nothing will be distributed to the campus at large until the results are reviewed by College Council first.

#### Revised Mission Statement

Dr. Rose explained that the revised mission statement is the result of the recent mid-cycle planning retreat conducted in April. Following a brief discussion and by consensus the revised mission statement was approved as presented.

#### Strategic Planning Report

A draft of the Strategic Planning Report was presented for review. Dr. Rose noted the update reflects feedback from the mid-cycle retreat. The document is constantly changing. A suggestion was made to add E4 to Theme 1.E that includes scholarship opportunities for students as a strategy. Dr. Rose also discussed the planning calendar for accreditation purposes.

### **IV. STANDING/CONTINUING BUSINESS**

#### SAC Safety Report

Lt. Wooley distributed, reviewed and briefly discussed the significant incident report for the period May 7, through June 10, 2012. He also reported that 100 surveillance cameras have now been installed on campus with more coming. The project is about 4-6 weeks behind schedule but should be done before the fall semester begins. Dr. Lundquist commended safety staff for their quick response to the water pipe break on campus and possible solutions. Her meeting which included many off campus visitors had to be moved to the District Operations Building the day after the pipe erupted.

Lt. Wooley also announced the installation of WAP (wireless access points) that will make the entire campus Wi-Fi accessible.

#### Campus Safety/Emergency Preparedness

Lt. Wooley announced an emergency preparedness course will be offered during flex week and will include invitations to building captains.

Faculty Senate Report – No report

Classified Report – No report

#### ASG Report

Ms. Sanchez reported that ASG has met but the budget has not yet been approved and the new leadership will be challenged by a variety of obstacles this year. She believes the leadership of ASG President, Edna Tobias, is up for the challenge.

#### SAC Foundation Report

Ms. Romero briefly discussed the innovations and sustaining excellence grants that are given out each fall and spring semester. She also confirmed that the Pageant of the Trees Committee has met with the 10<sup>th</sup> Annual event tentatively scheduled for December 5. Information will be available soon. Dr. Martinez added that a brainstorming session was held with the SAC Foundation office to discuss the upcoming 100<sup>th</sup> anniversary celebration of SAC in 2015-16.

#### Enrollment Update

Dr. Rose reported that for summer 2012, 252 sections were offered with 8275 seats filled. The waitlist has 3200 on it. The demand for classes is very evident. Fall and Spring enrollment was a bit under target but staff is working on figures for positive attendance from the academies. In looking at the schedule of classes, Dr. Rose is trying to determine different ways, formats and opportunities for SAC to serve more students. A brief discussion followed regarding enrollment targets. Mr. Kennedy added that it is necessary to keep in mind that SAC borrowed 600 from summer last year and that it is a challenge to make target after we borrowed. Both Dr. Rose and Mr. Kennedy are working on addressing the enrollment challenges. There has to be a way of offering the classes that students need without costing more. Additionally, Dr. Rose reported on the need to redistribute space for reading, writing and mathematics labs with the goal of serving larger groups of students in language arts, math and science. Monica Porter noted that from a faculty perspective the recommended moves are very good news.

#### Calendar of Events

Dr. Martinez announced that Trustee Brian Conley has retired from the Board and that a reception is planned for June 22 at 5:00 p.m. at the District Operations. Unfortunately, she will be unable to attend due to another commitment that same day.

## **V. SHARED GOVERNANCE REPORTS**

Curriculum and Instruction Council

Accreditation Committee

Technology Committee

Facility Committee

Mr. Kennedy briefly discussed the proposal of a tree being planted on campus in memory of Kesha Hondo. There needs to be a decision about where the tree should be planted and where the funds are coming from to support the purchase of the tree, and what type of tree. Dr. Jaros initially submitted the request. An area has been determined but the funds to support the tree have not been defined. The location is at the back of the Chavez Building near the marquee at the corner of 17<sup>th</sup> and Bristol. The College has also received a gift to name that garden area and within that garden there could a tree for Kesha.

Mr. Kennedy noted that he'll bring a recommendation to the next college council meeting for placement of signs and cigarette butt cans on campus.

Dr. Lundquist discussed upcoming relocations of some student services areas. A lengthy discussion followed about how to make things better for students.

Budget and Planning Committee

Student Success Committee

Institutional Effectiveness and Assessment Committee

Safety and Security Committee

**VI. OTHER BUSINESS**

**VII. ADJOURNMENT**

The next regularly scheduled online meeting scheduled for June 27 was cancelled. Next meeting will be July 11. This meeting adjourned at 10:36 a.m.