

SAC COLLEGE COUNCIL MINUTES
October 14, 2015

PRESENT: Erlinda Martinez
Michael Collins
James Kennedy
Sara Lundquist
Bonita Jaros
Cher Carrera
Elliott Jones
Monica Porter
Sylvia Gordon
Lithia Williams
Stephanie Hernandez

ABSENT:

LIAISON: Mike Colver
Christina Romero

GUEST(S): Rhonda Langston

I. Call to Order

Dr. Martinez called the meeting to order at 9:32 a.m. stating the college is still in the afterglow of the Birthday Party that occurred on September 19.

II. APPROVAL OF MINUTES – August 12, August 26, and September 9, 2015

The minutes of the August 12, August 26 and September 9 meetings were presented for review. No comments or corrections were received and therefore the minutes are approved as presented.

III. SPECIAL/NEW ITEMS

1. Board Update

Dr. Martinez announced the RSCCD Board of Trustees meeting was Monday, October 12 and held at SCC. The posted agenda can be found on the district website. SAC will host the RSCCD Board of Trustees on Monday, October 26. ASG is planning a pre-board reception at 4:00 p.m. on October 26 and everyone is encouraged to attend. Additionally, SAC will honor four faculty members including Steve Bautista for Distinguished Faculty Award, Marta Sneddon for receiving the Sheriff's Highest Award, Don Sneddon for being inducted into the California Community College Baseball Association's Hall of Fame, and Bud Little for the Montgomery Distinguished Service Award from the College Media Association Committee and Board of Directors.

2. Accreditation

The Follow-Up Report is posted and a few hard copies are available for those that want one. Dr. Jaros will now begin working on the mid-term report that is due next.

3. Strategic Planning (RSCCD)

As part of the continuous improvement that is documented in the accreditation report, constituency representatives will participate in the review and updating of the RSCCD Strategic Plan which will be reviewed by the Board in mid-February. Accreditation is a process of continuing to improve, checking and rechecking where we are, how we are doing and how we can do things better. Dr. Jaros briefly spoke about addressing all goals from the accreditation visit and how it relates to the strategic planning process. Additionally, everyone will be receiving a survey which is part of that planning process and will be reported to the POE Committee.

4. Participatory Governance Handbook (Final) - Posted
Dr. Martinez announced that the handbook has been signed and posted on the college website.
5. Faculty Priorities
Dr. Martinez reported that the Faculty Priorities Committee met, reviewed, discussed and submitted 41 positions to be considered to meet FON (faculty obligation number). The HR Committee is meeting later today and will determine the FON which is district-wide. It will be determined by Chancellor Rodriguez how many SAC and SCC will actually hire. Dr. Martinez explained how data is used to make the final decision for the list of priorities.
6. VP Academic Affairs Selection Process
Mr. Kennedy provided a brief report on the selection process for the Vice President of Academic Affairs noting that he anticipates interviews to be conducted the first week in November.

IV. **STANDING/CONTINUING BUSINESS**

SAC Safety Report

Lt. Colver briefly discussed the incident that occurred at Umpqua Community College in Oregon. He met with the President's Cabinet and discussed being prepared if such should occur on the SAC campus. The safety preparedness courses are always offered through flex week activities, but are seldom filled with participants. Lt. Colver wants to reach out to all constituency groups to make them aware of future preparedness workshops. In case of an emergency everyone will need to be active and know what to do. Lt. Colver also discussed the new incident report icon on everyone's desktop to help with providing immediate information regarding a situation. The form is routed to the areas of specific need, be it psychological evaluation, police or medical attention. Blackboard Connect will be used during the October 15 at 10:15 a.m. earthquake drill. Lt. Colver also reported that he is conducting interviews to fill the three sergeant positions. In concluding his report, Lt. Colver briefly reviewed incidents that occurred on campus and at CEC. Sylvia Gordon, Classified Representative, asked if consideration could be given to the installation of panic buttons for areas such as A & R, Financial Aid, Counseling, Graduation Office and Health Center. Dr. Martinez agreed that it could be looked into. Dr. Collins commended the security staff noting their familiarity with students on campus and especially those that may have issues that could escalate.

Faculty Senate Report

Dr. Jones provided a brief report on the activities of the Senate meeting, noting the Saudi Arabia agreement has been discussed and is no longer an issue; the case is closed. The senate believes enough was done and it is now closed. Additionally, the faculty priorities committee met and there were many moving parts and very strong votes for colleagues at CEC. The senators reviewed the requests and came to agreement with the list that was presented to Dr. Martinez.

Classified Report

Ms. Williams reported that Classified has now been given a seat at the Board Table. Zina Edwards will represent CSEA at the next Board Meeting.

ASG Report

Ms. Hernandez reported on the activities of ASG including upcoming forums with Dr. Lundquist regarding the Board of Governor's waiver fee changes. ASG is planning the reception for October 26 RSCCD Board of Trustees Meeting and is encouraging students to attend.

SAC Foundation Report

Ms. Romero discussed the upcoming scholarship season so that faculty and staff can encourage students to apply. Applications will be available in November. Students can visit the scholarship website and are encouraged to review the FAQs. This is a great time to get information from the scholarship office staff as well. The Centennial Birthday Celebration was a very successful friend-raiser and we are still riding on the wave of positive accolades. The Foundation Office will continue to cultivate these friends/partnerships and continue to partner with campus departments. Upcoming events include Soldiers to Scholars on November 5 and Pageant of the Trees on December 3.

Enrollment Update

Mr. Kennedy noted that overall enrollment is positive with a potential of 1.5% growth overall.

Calendar of Events

The calendar of events include a Music Concert on October 24, the RSCCD Board of Trustees Meeting at SAC on October 26, Faculty Recital on October 30 at 12:30 p.m., the Soldiers to Scholars Wine Tasting Event on November 5, the Pageant of the Trees fundraiser on December 3, and Annual Staff Holiday Celebration on December 16 (to be confirmed).

Additionally, on November 3 at noon, SAC will host the groundbreaking for the Central Plant and Utility Infrastructure project.

V. SHARED GOVERNANCE REPORTSCurriculum and Instruction CouncilFacilities Committee

Dr. Collins noted that at the next facilities committee meeting members will be looking at phasing and fencing plans for the central plant and utility infrastructure project. He reminded everyone that the project will be the most disruptive to campus as a whole.

Planning and Budget Committee

Dr. Collins reported that the first quarter is well under the established budget for the college; though it is still early in the game. The opportunity for growth is through intersession. Dr. Collins discussed RARs for 2014-15 being completed, 2015-16 being considered and new request forms for 2016-17 being available on November 3. RARs are reviewed and prioritized through the planning criteria. Dr. Collins also discussed marketing plans for GR8Weeks, Intersession and Spring Semester. Dr. Jaros confirmed that Program Review is contiguous with the RAR process.

Student Success and Equity Committee

Dr. Lundquist reported that the Student Success and Equity Committee met yesterday and outlined five (5) critical points for action:

1. Integrated Planning for the Institution.
Put forth student success and equity plan; integrate with BSI and make it one report.
2. Professional Development
3. Common Assessment
Minimize the amount of testing and maximize student planning.
4. Minimize why students do not remain connected to the college.
It is about strategic actions; working with web advisors and student portal.
5. Change opportunities for students to achieve their goals.

VI. OTHER BUSINESSReorganizations

- Office of Schools & Community Partnership/Student Services (Director of Special Programs and Senior Clerk)
These positions will support the Veterans Center with funds to support the positions through TRIO and Upward Bound programs.
- Support Services Assistant
This position will be funded through equity and will assist with the program.
- Program Specialist – Student Services Specialist (.475 FTE)
This is a reduction to take a full-time (vacant position) to part-time and supported through general funds. Dr. Lundquist explained that a higher level position was previously approved.
- Job Developer (Business Division)
This position is supported through CTEA funds to coordinate CTE internships and would report to Interim Dean, Madeline Grant.

With no objections the reorganizations were approved for forwarding to HR for processing.

VII. ADJOURNMENT

The next meeting will be online via cccconfer on October 28 at 9:00 a.m. This meeting adjourned at 10:55 a.m.