

SAC COLLEGE COUNCIL MINUTES  
January 28, 2015 – Online Via CCCConfer

PRESENT:	Erlinda Martinez Michael Collins Sara Lundquist Omar Torres Elliott Jones Cher Carrera Bonita Jaros Pam Hernandez Maria Taylor	ABSENT:	James Kennedy Madeline Grant Monica Porter Raquel Manriquez John Zarske
		LIAISON:	Mike Colver

**I. Call to Order**

Dr. Martinez called the meeting to order at 9:03 a.m.

**II. APPROVAL OF MINUTES – January 14, 2015**

The minutes of the January 14, 2015 meeting were presented for review and approval. No comments, corrections or edits were submitted; therefore the minutes are approved as presented.

**III. SPECIAL/NEW ITEMS**

1. Board Update

There was a brief discussion about the upcoming board meeting and the items related to campus safety and security of which job descriptions will be considered for approval that include three positions to meet POST certifications and carry firearms. Interim Lt. Colver confirmed the vacant and open positions to be Chief and two Lieutenants for SAC/CEC.

2. Accreditation

Dr. Martinez anticipated receiving word from the ACCJC regarding the college's accreditation status, but confirmed she has not received any word.

3. BS Degree Application

Dr. Martinez confirmed there is yet a lot of work to be done on the proposed BS Degree. Everything from vetting by the UC and CSU systems, submitting a substantive change to the ACCJC and all that is awaiting our accreditation status. Dr. Jaros and the OTA team continue to work on the substantive change process. There was some feedback regarding the name of the proposed bachelor degree program – Occupational Studies. It was thought not to be definitive and there is a possibility of the name changing. Mr. Torres confirmed the first conference call regarding this matter is scheduled for 10:00 a.m. this morning.

4. Convocation

Dr. Martinez announced convocation is scheduled for Friday, February 6 and encouraged faculty and staff to park in the back lots to avoid front lots which will be blocked off for the centennial launch later that morning. Citing of all lots will be suspended. Dr. Darla Cooper is the guest speaker and she will discuss student success and equity following Dr. Martinez' opening remarks. Convocation is expected to be very engaging and interactive. Dr. Lundquist confirmed the team is working on a fundamental approach to addressing the president's audacious goals set a few years ago.

5. Centennial Launch

Dr. Martinez briefly discussed the centennial launch and confirmed College Council's responsibility for placing items in the time capsule. Those wanting to submit items should do so before Friday, January 30. Dr. Jaros suggested a photo of the longest employed faculty member – Gerald Ghelfi be included in the time capsule; he has been at SAC more than 52 years. Dr. Martinez announced there are over 100 RSVPs confirming attendance to the launch from off campus and guests include alumni, retirees, and elected officials. More are expected. Dr. Martinez encouraged everyone to attend the launch and be a part of the historic photo that will be taken that day.

6. Conference Request Forms

Dr. Martinez explained the need to link conference activities with goals and student equity. With the addition of the conference coversheet to the conference request form this can be accomplished. College Council was asked to approve the additional form. Maria Taylor requested that she be given additional time to share the proposed form with CSEA and seek feedback. Ultimately the form will become part of the professional development resources whereby colleagues can learn from each other's attendance at various conferences, workshops and activities.

**IV. STANDING/CONTINUING BUSINESS**SAC Safety Report

Interim Lt. Mike Colver provided a review of recent incidents that occurred at SAC and CEC.

Campus Safety/Emergency Preparedness

Interim Lt. Colver briefly discussed that he and Don Mahany are preparing a flex week activity on emergency preparedness.

Faculty Senate Report

Elliott Jones, on behalf of John Zarske, noted there was no report from the Academic Senate. However, planning is in process for the academic senate retreat. Mr. Jones thanked Mr. Torres for making changes to the flex calendar and accommodating their meetings.

Classified Report

Maria Taylor announced that Veronica Duenas has been selected as the employee of the year district-wide and will be submitted tomorrow to CSEA regional offices.

ASG Report – No reportSAC Foundation Report – No reportEnrollment Update

Omar Torres reported that enrollment is on target for spring. He's meeting with the deans and student services tomorrow to discuss waitlisted classes.

Calendar of Events

Upcoming events were announced.

**V. SHARED GOVERNANCE REPORTS**

Curriculum and Instruction Council – No report

Facility Committee

Dr. Collins announced the upcoming Facilities Committee meeting scheduled for February 17 at 1:30 p.m. He briefly discussed the new faculty and staff emergency guide that will be placed in every classroom and office next week. This guide will assist faculty and staff to easily recognize an emergency and how to respond. Additionally, Dr. Collins announced the evacuation drill scheduled for February 26 at 10:00 a.m. Pam Hernandez requested an update on Dunlap Hall before staff begins to build the fall schedule of classes. Dr. Collins confirmed an update of all projects will be presented at the February 17 Facilities Committee meeting.

Planning and Budget Committee

Dr. Collins announced the upcoming Planning and Budget Committee meeting scheduled for February 3 at 1:30 p.m. They will review quarterly performance report which is doing well, enrollment update, and SACTAC update.

Student Success and Equity Committee – No report

**VI. OTHER BUSINESS**

Reorganization(s) – Associate Dean, Admissions & Records and Graduation – Dean of Enrollment & Support Services/International Students

Dr. Martinez explained the need for moving the international students program back under the responsibility of Admissions and Records and changing the Associate Dean to a Dean position. The additional funds to support the increased salary will come from international students program. The reorganization is provided for review and will be considered at the next in-person meeting.

**VII. ADJOURNMENT**

The next meeting is Wednesday, February 11 at 9:00 a.m. in-person in S-215. This meeting adjourned at 9:34 a.m.