

SAC COLLEGE COUNCIL MINUTES

May 10, 2017

PRESENT:	Linda Rose James Kennedy Carlos Lopez Elliott Jones Monica Zarske Bonita Jaros Madeline Grant Lithia Williams Lisette Cervantes, ASG President	ABSENT:	ASG 2 nd Representative Michael Collins Sara Lundquist Sean Small
		LIAISON:	Scott Baker Monte Huotari Christina Romero
		GUESTS:	Brian Sos Martha Montoya-Herrera

I. Call to Order

Dr. Rose called the meeting to order at 9:05 a.m. and thanked staff for putting in extra hours (Karen Scott, Leisa Schumacher, Jennifer Valencia, and Kennethia Vega behind the scenes at the Ed Arnold Golf Classic on Monday. It was one of the most successful events and probably garnered \$50,000.

II. Retreat Focus

Draft Mission Statement – Dr. Rose discussed the responsibility of College Council making the decision regarding the final mission statement. She discussed the previous activities and the proposed drafts. The final draft statement will be determined at the next meeting and therefore input is encouraged.

III. Standing/Continuing Business:

1. Approval of Minutes – April 19, 2017
The minutes of the April 19 meeting were not available for review.
2. SAC Safety Report – Lt. Scott Baker
Lt. Baker reported on incidents that occurred on campus and at CEC.
3. Faculty Senate – Dr. Elliott Jones
Dr. Jones commented on the successfully productive senate meeting including the approval of draft enrollment management plan and mid-term accreditation report. They also heard from PIO Melissa Utsuki and looking forward to detailed presentation to follow for marketing. Ms. Utsuki is putting together annual report and end of the semester report. Dr. Rose and Dr. Rodriguez will be at the next meeting to discuss California Guided Pathways.
4. Classified Report –Lithia Williams
Ms. Williams simply noted that CSEA would conduct its next meeting on May 16. She also confirmed submission of CSEA's feedback to the draft mission statement for SAC.
5. ASG Report – Lisette Cervantes
Ms. Cervantes confirmed completion of ASG general elections as follows:
 - ASG President – Juan Esqueda
 - ASG Vice President – Edwin Pulido
 - ASG Treasurer – Luis Ortiz
 - ASG Chief Justice – Melina Cruz
 - ASG Associate Justice – Brenda Cisneros
 - ASG Public Relations – Elizabeth Weber

ASG Senator of Library – Andrew Garza
 ASG Senator of Health Services – Pierre Tran
 Additionally, the OCTA proposal passed with 124 votes.

Ms. Cervantes also discussed the upcoming immigration forum scheduled for May 18, 11:00 a.m.-1:30 p.m. with two guest speakers. The forum is specifically for students to bring about awareness, educating students of their rights. In concluding her report, Ms. Cervantes commented on her recent attendance at the General Assembly over the weekend including proposed resolutions moving forward.

6. SAC Foundation Report – Christina Romero
 Ms. Romero briefly reported on the activities of the Foundation and Scholarship offices including the Ed Arnold Golf Classic that netted \$50,000; the Scholarship Awards Ceremony scheduled for Friday, May 26 with over \$500,000 awards given to SAC students; and the Alumni Hall of Fame Induction Ceremony on Thursday, June 8.
7. Enrollment Update – Carlos Lopez
 Mr. Lopez confirmed projections for SAC enrollment to be down 2% on the credit side. He noted that Fire Technology would be in better position next year. CEC will also be in better position next year with the addition of the Remington Site. Dr. Kennedy discussed a recent meeting with SAUSD to develop a model site at Remington including an early college program, adult college, pathway programs, child development center, and noncredit adult education and credit programs. The facility will be an excellent model for the State for K-12 and community college partnership addressing the needs of the community. Dr. Rose confirmed the location on Grand is perfect for reaching our community; SAUSD is excited about the partnership and rollout in fall 2017 and spring 2018.
8. Accreditation – Dr. Bonita Jaros
 Dr. Jaros commented on the visit for the Bachelor's Degree Program scheduled for spring 2018. She also commented on the mid-term report being in good shape. She has collected evidentiary documents and waiting for a few others. The Academic Senate approved it. She has a meeting with CSEA members on Friday to review the report. She sent out a copy of the report to Vice Presidents for their feedback by May 17. With the assistance of Dori Dumon, they are still linking documents. She inquired of Lisette Cervantes whether it would be her name or Juan Esqueda on the final document. The RSCCD Board of Trustees will receive the mid-term report for first read in June or July. Dr. Jaros continues to work with Michelle Parolise for the report on the Bachelor's Degree Program in Occupational Studies. All comments, questions and concerns are to be directed to Dr. Jaros.

IV. Shared Governance Reports

1. Curriculum and Instruction Council – Monica Zarske
 Mrs. Zarske introduced Brian Sos the new chairperson for the Curriculum and Instruction Council effective this fall. Mrs. Zarske will take on the role of Academic Senate President on July 1. On May 15, Brian Sos, Paula Canzona and Monica Zarske will attend the regional meeting at IVC.

2. Facilities Committee
Ms. Grant briefly discussed a request for not posting notices on glass doors. It was confirmed that a notice be sent out by Dr. Collins. Lt. Baker also announced the completion of an assessment of all doors over the next couple of weeks.
3. Planning and Budget Committee
In the absence of Dr. Collins, Dr. Rose briefly discussed the presentation by the District, SAC and SCC on May 15 to the Board of Trustees to address reductions to the budget. Based on the current enrollment management plan, master plan and strategic plan, we have identified nine areas of focus for SAC. The ending balance will go to support these nine areas of focus to support degree completion, public safety academies, innovative technology, guided pathways and the bachelor's degree program to ensure resources are maintained for the programs started. It is the responsibility of the entire institution from classified to faculty and administrators to be involved. There may be money available over the next three years, and SAC needs to show potential each year with benchmarking. SAC anticipates offering bachelor's degree program through 2028; at least three cohorts. Propriety schools have contacted SAC to align themselves with our program in the future. SAC will provide a presentation to the Board of Trustees on May 15 on the Bachelor's Degree Program.
4. Student Success & Equity Committee – Dr. Lundquist and Dr. Sweeney – No Report

V. Other Business

1. Reorganizations
While a 'hiring freeze' is confirmed to be in full force, the Vice Presidents reviewed their areas to ensure we are able to move college forward; really paying attention to needs for human resources. FON (faculty obligation number) is based on enrollment and SAC must hire faculty or pay penalty. A discussion followed about providing students' needs through English and math courses, multiple measures, and acceleration programs (early morning, late morning, or weekend). The SAUSD parents want their kids to go to SAC.
 - Director of Special Programs (CEC) – This position will support the Strong Workforce program to develop a non-credit pathway to credit certificate programs. Dr. Kennedy confirmed this position goes ways if the grant goes away.
 - Instructional Assistant (Biology/Science, Math, and Health Science) – This position is to provide lab support for the Bio Technology Education Partnership. This position is full-time.
 - Distance Education Services Specialist (2nd position) – This is the second position to support distance education to support and provide training for faculty and students.
 - Curriculum Specialist (2nd position) – This position is needed to provide support to SAC's massive curriculum and program inventory and course management system. SAC has only one position supporting this effort currently while SCC has 2 ½ positions.

It was moved by Dr. Jones, seconded by Lithia Williams and unanimously approved to forward these reorganizations to HR for processing.

2. SAC Technology Plan

The SAC Technology Plan was previously distributed to College Council for their review and first read via email. It was also been reviewed by Planning and Budget Committee and the Academic Senate. It was moved by Dr. Jones and seconded by Carlos Lopez to approve the SAC Technology Plan as presented. The motion passed unanimously.

3. Dr. Rose requested feedback on what a summit for pathways would look like and suggested the entire campus be involved.

4. Dr. Jaros briefly discussed all governance committees having their end of the year report completed including ILO analysis and submitted to College Council. It needs to be included in the mid-term report. Should be on next agenda. A brief discussion followed about the comprehensive report due in 2020.

5. Other – Dr. Jones announced the Faculty and Staff Excellence Awards Ceremony on May 18 at 2:00 p.m.

VI. Next Meeting and Adjournment

The next meeting is May 31 (instead of May 24) at 9:00 a.m. in S-215. College Council will consider approval of the Enrollment Management Plan and the Mid-Term Report at that meeting. This meeting adjourned at 10:17 a.m.