

SAC COLLEGE COUNCIL MINUTES
February 12, 2020

PRESENT: Vaniethia Hubbard
Bart Hoffman
Jim Kennedy
Jeff Lamb
Roy Shahbazian
Madeline Grant
Sean Small
Mariano Cuellar
Maria Del Carmen

GUESTS: Brenda Estrada
Jarek Janio
Alicia Kruienza
Janice Love
Fernando Ortiz
John Steffens
Maria Dela Cruz
Brin Wall
Tyler Johnson
Paula Kincaid
Kevin Kawa
Doug Manning
Kimberly Mathews
Teresa Mercado-Cota
Veronica Oforlea
Karen Scott

LIAISON: Scott Baker
Christina Romero

ABSENT: Linda Rose
Elizabeth Harvey
Monica Zarske
Arianna Castillo

I. Call to Order

Dr. Hubbard called the meeting to order at 9:02 a.m.

II. Routine Items/ President's Items

1. Approval of Minutes – Minutes from the January 22, 2020 meeting were not available at this time and will be submitted for approval at the next meeting.

II. Constituent Reports

1. **Academic Senate** – Roy Shahbazian reported that they held their annual retreat last week. They talked about their top priorities, the hiring process/timelines, and Guided Pathways.
2. **Public Safety** – Scott Baker reported on the Rave Alert at CEC last week. A police pursuit had gone through the campus area. The alerts are especially specific to the site that is involved. It might take awhile for others to receive the alert. Regarding night time hours, he said to be vigilant of the high traffic. If you ever feel like you want an escort to your car, please call the Safety office and an officer will escort you. There have been problems from people from "outside" being on campus and pulling fire alarms. There will be a district-wide fire drill on Wed. March 18 at 10:20 am and 7:20 pm. All blue emergency phones are working and are able to convey announcements.
3. **Student Services** – Dr. Hubbard reported the following: The Health & Wellness Center will be sponsoring mobile dental exams March 11 & 19; The Undocu-Scholar Conference is Sat. Feb. 29 on campus; The "Don's Corner" (food pantry) will be the last Thursday of every month, starting on Feb. 27 in the Village Quad. (The pods cannot be used due to District restrictions. The overnight storage needs to be worked out.); KinderCaminata is Friday, March 6; and the OC College Expo, a new opportunity for SAC with Alicia Kruienza heading, is being pushed back to fall. 4,000 high school students are expected to attend. Christina Romero reported

- on the President's Scholars. It is a new scholarship that was a vision of Dr. Rose's which shines a light on high achievers. It will help students on their transfer path with awarding them scholarships from \$2,500 to \$10,000. They will also have access to mentors and 50% of their Honor Society membership fees will be paid. The students are required to have a GPA of 3.8-4.0 to qualify. Four students have been selected for this year. Dr. Hubbard spoke on the change of emphasis in Student Services from "Student Learning Outcomes" to "Student Services Outcomes." They are looking at how our services are and where are our gaps. Dr. Janio and the Research Department are providing information and guidance. Regarding the Corona virus – Thank you to Brin Wall for regular updates and working with Dr. Barnard and the Health Center on this issue. One SAC International Student was not allowed to leave China to return to classes this spring.
4. **ASG Report** – Maria Del Carmen reported that they had training last Friday and that they are looking for additional members. SAC Welcome Back activities are this week and Club Rush is next week. Madeline Grant asked her to let the different departments know if we've lost Senators and need to get replacements.
 5. **Academic Affairs** – Dr. Lamb provided the enrollment report from last week. 4,940 FTES compared to 5,150 FTES last year. Non-credit is doing well and credit expects to hit the spring target. We are being more efficient in scheduling and experiencing budget savings by using less resources to reach these targets. Cambridge-West consultants are helping us a lot. Ad Astra was Board approved and this will enable us to improve our scheduling practices. Dr. Ortiz spoke regarding Guided Pathways. The first success team met Jan. 23 and all success teams will roll out in the fall. March 20 is the Student Success Summit. Enrique Perez submitted the SOAA to the Board for approval at the Feb. 24 meeting. The Learning & Engagement Implementation Team (4th pillar) has met. Dr. Lamb mentioned that SAC's 4th pillar was mentioned at the GP Symposium that Dr. Janio attended and they said "nobody else is doing this"! We're a leader in this phase! Regarding accreditation, Dr. Lamb spoke on the Standard assignments. Standard "teams" will be formed to be working & writing teams. An accreditation presentation was done during Flex week and Dr. Lamb suggested possibly presenting it to College Council. He will check with Dr. Rose. He announced that Monica Zarske will be the Faculty Accreditation Coordinator. Trainings by the Commission will be coming up. A meeting with the Accreditation Steering Committee and Co-Leads is being planned in a couple of weeks. He asked ASG to inquire about getting students to participate on teams and to let him know.
 6. **Continuing Education** – Dr. Kennedy reported that CEC & OEC visited a center in Pasadena for formerly incarcerated students. They have a grant and are hiring a coordinator. First Co-hort is Construction Technology. This program is especially good for students who need "wrap-around" services for total life help. He also reported that intersession Math & English prep courses went well. The student outcomes were good, but they need more enrollment and attendance. They are currently scheduling spring and summer activities, and preparing for fall. The first online Adult Ed class is going well and they plan to expand the course offerings. They'd love to have the whole high school diploma program available online. Dr. Kennedy presented a "Request for Authorization to Apply for a Grant" to WIOA, Title II. This is a renewal and supports ABE, HISET, and ESL, basic skills to go on to the workforce. Dr. Lamb made a motion to approve the grant request, Madeline Grant seconded. The motion passed.

7. **Administrative Services** – No report (Dr. Hoffman absent).
8. **Student Information Support** – John Steffens reported on the web redesign timeline. The main objective should be to ensure the content is understandable to the public. They are in the discovery phase with the vendor currently. In March they will be conducting stakeholder interviews and then giving us proofs. We will look at it in April/May. Our website is currently designed around departments. Should it be geared around Guided Pathways instead? Starfish kicked off the last couple of weeks. The purpose is to improve retention. They are getting Early Alert up (testing in April/May), and case management should be up in the fall. Hobson consultants will be visiting for three days in March and the visit will consist of various focus groups. Please participate if you receive a focus group invite. At the end of the visit they will report out on their findings and advise where we go from there. John also reported on the Self-Service Implementation timeline. They need to finalize operational issues. Faculty will provide feedback in the spring, and use in the summer. The goal is to have all faculty using it in the fall since WebAdvisor is going away (add codes, drops, etc.). Manuals will be provided. Sean Small asked about Classified staff being included in training. John said that would probably happen later in the semester by HR, Payroll, and Fiscal, since all of these areas will be affected by WebAdvisor going down as well. Madeline was concerned on how to train adjuncts. She suggested video or webinar trainings. John will look into it. Teresa Mercado-Cota mentioned they could possibly hold professional development trainings in the summer for faculty. John said they will be training the Help Desk staff in the summer as well. Sean then asked if at least the Division Secretaries be included in summer trainings since they are often asked questions by faculty and students. Discussion was had regarding the drop-down choices on reasons students dropped a class. Janice can send suggestions to Nga Pham (D.O.) and Aaron Voelcker (SCC) and all parties need to agree. This will also be brought to SACTAC and students will be included in the discussion there.
9. **Classified** –Sean Small reported that the next CSEA Chapter meeting is next week, with Chancellor Martinez as a guest speaker. Please encourage managers to allow their classified staff attend. Karen Scott mentioned that one more CSEA rep, along with an alternate, are needed to fill spots on College Council.
10. **College Advancement/Foundation** –Christina Romero reported that the scholarship application period closes on Feb. 19. Please encourage students to apply! They are working with the Counseling office on identifying “near completers” (current or recently left) for scholarships to help get them to the “finish line.” They can receive up to \$2,500 to finish their certificate. The Foundation is looking at more equity-based scholarships. They will also be offering some incoming freshman scholarships to students with a 2.8 GPA or above. She encouraged everyone to be an “Ambassador” by attending their events.
11. **Public Affairs** – Brin Wall reported on the Convocation, campaign for summer enrollment, Black History Month, and Women's History Month activities. They have been supporting all campus events, census, voting, and corona virus messages via social media. Teresa Mercado-Cota reported on Civic Engagement involving ASG, Student Life, Academic Senate, and Professional Development. What are we doing? What SHOULD we be doing? SAC is a Voting Center site Feb. 29 – March 3 in “The Spot”. She thanked everyone for their support of Professional Development Week and Convocation. A survey will be sent and she asked that you share feedback. They are continuing to schedule workshops now and in the summer. She announced that the “Awards for Excellence” is scheduled for May 20 at 2:00 in Phillips Hall. A reception will immediately follow.

12. **Research** – Janice Love reported a draft of the “Educational Master Plan” is being written and will be sent to Academic Senate. Paula Kincaid provided a presentation on outcomes by Program. Foster Youth and Dream Act students and homeless students are struggling. Continuing students improve over time. Please encourage participation in the upcoming “SAC Employee Engagement” survey. She also reported on EMSI Alumni Insight – a partnership with Dr. Kennedy and credit and non-credit. This is a survey to find out where students are working after leaving here. 100,00 student records were sent to a company which did a social media match-up to find results. She demonstrated how to use the site (www.economicmodeling.com). If you need access please email her to receive a log-in and password. Janice had the group pair up and look at data on the “Educational Master Plan” and write “what it says about SAC”. They turned in the papers to her before they left.

IV. Other – None

V. Next Meeting and Adjournment

The next meeting will be Wednesday, February 26, 2020, at 9:00 am in S-215.
The meeting was adjourned by Dr. Hubbard @ 11:15 a.m.