

**SAC COLLEGE COUNCIL MINUTES**  
**August 26, 2020**

**PRESENT:** Marilyn Flores  
Vaniethia Hubbard  
Bart Hoffman  
Jim Kennedy  
Jeff Lamb

Roy Shahbazian  
Monica Zarske  
Madeline Grant

**LIAISON:** Christina Romero

**ABSENT:** Norma Castillo  
Sean Small  
Monica Renteria  
Scott Baker

**GUESTS:**

Maria Dela Cruz  
Brenda Estrada  
Jarek Janio  
Alicia Kruienza  
Janice Love  
Doug Manning  
Carri Matsumoto  
Teresa Mercado-Cota  
Briana Nguyen  
Veronica Oforlea  
Fernando Ortiz  
Leisa Schumacher  
John Steffens

**I. Call to Order**

Dr. Flores called the meeting to order at 9:02 a.m., followed by a welcome and thank you guest Carri Matsumoto.

**II. Routine Items**

1. Approval of Minutes – Dr. Kennedy made a motion to approve the May 27, 2020 minutes, with Madeline Grant seconding the motion, which was approved with no abstentions. Monica Zarske made a motion to approve the July 22, 2020 minutes, with Dr. Kennedy seconding the motion, which was approved with no abstentions.
2. President's Report – Carri Matsumoto provided an overview of the details related to the three SAC-SCE Facilities Projects: 1) Mentor & 4<sup>th</sup> Street Student Housing, 2) Continuing Education Center new ground lease and improvements and 3) 17<sup>th</sup> & Bristol vacant lot. Madeline Grant inquired about the combined SAC Learning Centers. Carri noted that the Facilities Modification Request (FMR) report was complete and would be provided to SAC, along with the reconfiguration costs and proposals for the Nealley Library and S buildings. Janice Love provided a detailed summary of the Vision and Equity Goals handouts. She noted the Vision Goals must be achieved by 2022 as directed by the State Chancellor and that the numeric values SAC based its goals on has changed at the State level. The Launchboard shows our progress. The Equity baseline data has been revised. Janice noted that SAC is doing well with the number of increased student applications, but that we need to improve upon capturing more students. Vice Chancellor Enrique Perez will be reporting these details at an upcoming POE meeting.

**III. Constituent Reports**

1. **ASG** – Briana Nguyen reported that the Summer Leadership training was completed and that ASG Executive Branch meetings would be held on Mondays at 1:30 p.m. New goals are being developed with Self, Social and Societal themes.

2. **Academic Senate** – Roy reported the Academic Senate Retreat was held last week with discussions on culturally responsible teaching and diverse hiring. He provided details from the State Student Senate meeting and the shared comments from students about their experiences of racism in the classroom. The Academic Senate yearly goals are being identified.
3. **Public Safety** – No report (Scott Baker not present).
4. **Student Services** - Dr. Hubbard reported on the recent communications to students and that student services will continue in a remote appointment based format. She noted that additional signage across campus was needed. A recommendation was made to include a QR code on all signage to better assist students. She reported on the Digital Don's laptop distribution held this week, that she is looking into hotspots for students utilizing CARES funding and that the initial \$2.7 million dollars in CARES funding is almost exhausted with updates to follow.
5. **Academic Affairs** –Dr. Lamb provided a detailed overview of our enrollment to date noting the declining enrollment in certain instructional formats. The Guided Pathways Success Teams are up and running. Monthly CAP meetings will be forthcoming. Dr. Ortiz noted the GP virtual site visit was held in March 2020, a return visit is planned for November 6, 2020 and that a GP Core Team meeting will be scheduled on that date. Amberly Chamberlain is the new Professional Development Coordinator. Accreditation work continues with collaboration from the District Office, including the recent Accreditation presentation at RSCCD Management Council meeting. Dr. Lamb noted the rubric that will assist with the writing efforts.
6. **Continuing Education** – Dr. Kennedy provided an overview of Summer 2020 enrollment and noted FTES is up to date compared to last year, with more students served. He noted the marketing efforts and improved registration process correlation to the increase in FTES. Thus far, Fall 2020 FTES is up to date. He provided an overview of the Continuing Education Pilot Program noting the expanded support services for students. A new live support help line (714-241-5782) has been implemented to serve students. CEC faculty are continuing with Remote Teaching Certificate and Professional Development is ongoing.
7. **Administrative Services** – Dr. Hoffman noted the 2019/2020 year-end balance is expected to be \$6.2 million, which will be moved to Fund 13. PPE requests are being filled and cloth masks are now available (5 per person full-time and 3 per person part-time employees). He summarized the positive feedback received about the COVID-19 testing at SAC.
8. **Student Information Support** – John Steffens provided an overview on the new site map for the Redesign project. He noted that Starfish is ready to go with a Fall 2020 kick-off and includes dedicated teams to address concerns. The next phase kicks off the week of August 31<sup>st</sup>. He discussed institutional emails and guidelines.
9. **Classified** – No report (Classified members were absent).
10. **College Advancement/Foundation** – Christina Romero informed everyone that the Foundation Office is accepting urgent action requests and applications are now online for students. The Rolling Scholarship Book Program continues, with applications coming in. The newest Foundation Board Member is Kevin Wijayawickrama, who is hosting student mentor meetings. A press release will be forthcoming with details about the first ever CTE Scholarship Program and marketing efforts will be needed to support it.
11. **Public Affairs** – Teresa Mercado-Cota provided an overview of the recent campus events held on July 22<sup>nd</sup>, July 29<sup>th</sup>, August 22<sup>nd</sup> and August 23<sup>rd</sup>, including the recent COVID-19 testing. Dr. Hubbard and Alicia Kruienga were recognized for their efforts in creating the HUB call center for assisting students.

Professional Development Accessibility Workshops are planned for October and November 2020. Civic engagement efforts are growing, with details available on the SAC website. It was noted the Census ends September 30, 2020.

12. **Research** – The presentation is tabled until the September 9, 2020 meeting.

**IV. Other**

**V. Next Meeting and Adjournment**

The next meeting will be Wednesday, September 9, 2020 at 9:00 am via Zoom.

Dr. Flores adjourned the meeting at 11:05 a.m. Dr. Kennedy made a motion for approval, with Roy Shahbazian seconding that motion, which was approved with no abstentions.