

SAC COLLEGE COUNCIL MINUTES
October 28, 2020

PRESENT: Marilyn Flores
Vaniethia Hubbard
Jim Kennedy
Jeff Lamb
Roy Shahbazian
Monica Zarske
Norma Castillo
Madeline Grant
Monica Renteria

GUESTS:

Randall Clark
Maria Dela Cruz
Jennifer De La Rosa
Brenda Estrada
Alicia Kruienza
Janice Love
Carri Matsumoto
Teresa Mercado-Cota
John Nguyen
Veronica Oforlea
Fernando Ortiz
Andrew Perez (B&D)
Mark Reynoso
Sara Salas
Leisa Schumacher
John Steffens
Ray Wert

LIAISON: Christina Romero

ABSENT: Bart Hoffman
Sean Small
Scott Baker

I. Call to Order

Dr. Flores welcomed the guests from Brailsford & Dunlavey (B&D) and called the meeting to order at 10:04 a.m.

II. Routine Items

1. Approval of Minutes – Monica Zarske made a motion to approve the October 14, 2020 minutes with recommended changes, with Dr. Kennedy seconding the motion. The motion was approved with no opposition or abstentions.
2. President's Report – The guests from B&D presented the Student Housing Feasibility Study to all attendees.

III. Constituent Reports

1. **ASG** – Monica Renteria highlighted the October 29th final Cross-Culture event with DSPS and the upcoming Don's Corner Drive-Thru Food Distribution on December 16th. She noted an ASG Representative would be part of the Presidential Search Committee and that Native American Heritage Month will be occurring in November 2020.
2. **Academic Senate** – Roy Shahbazian reported on the continuing work with Faculty Priority requests, which are due October 30, 2020. A summary of these priorities will be sent forward to Administration. He summarized the new reporting format for COVID-19 cases and noted that he is in agreement. He suggested that if reported cases affect classroom space, that communication be provided to students, faculty, etc. of steps being taken to ensure their safety. Dr. Flores noted that reporting protocols will be added to the website.
3. **Classified** – None provided.
4. **Public Safety** – Ray Wert reported on the assistance with the campus Voting Center, which will begin October 30, 2020 and that campus-wide support is continuing.

- 5. Student Services** – Dr. Hubbard recognized and thanked all of the Student Services department areas for their efforts with the enrollment management student phone calls. Dr. Flores thank Dr. Hubbard and Alicia Kruizenga for their efforts. Dr. Hubbard reported that more details are needed from students on the number of individuals living at home to best accommodate their needs at future Don's Corner Drive-Thru Food Distribution events. Alicia Kruizenga summarized the details of the Centers of Excellence for Veteran Students Success Request for Authorization to Apply for a Grant. Alicia noted the new position in this request is 100% grant funded with no requirements from Fund 11/General Fund. Roy Shahbazian noted concerns for clarification of the hiring process for “new” positions. Dr. Lamb made a motion to approve, with Madeline Grant seconding the motion. The motion was approved with no opposition or abstentions.
- 6. Academic Affairs** – Dr. Lamb provided a summary of the enrollment data reported at the October 26th Board meeting and noted the progress with the 2nd 8-week offerings. He provided a summary of the faculty interest in piloting the Owl cameras for instruction. Dr. Lamb inquired about CARES funding to support the cost for this instructional need during COVID-19. Dr. Lamb provided an overview of the Guided Pathways and Accreditation work to date and noted that Brandon Rocke, Matthew Beyersdorf and Ashly Bootman will be assisting with editing efforts for Accreditation. Dr. Lamb acknowledged and thanked Monica Zarske for her leadership and work with Accreditation.
- 7. Continuing Education** – Dr. Kennedy provided an overview of non-credit enrollment numbers and that campus services were returning at Continuing Education.
- 8. Administrative Services** – On behalf of Dr. Hoffman, Mark Reynoso provided an update on the budget for 19/20 and 20/21. He noted that budget change forms can now be processed. He reminded everyone to continue monitoring costs closely and to be prudent with expenses.
- 9. Student Information Support** – John Steffens reported on the status of the website redesign and that the CEC website will be available soon. He noted the 2nd phase of Starfish had begun and that the Success Teams have reviewed the Early Alert details.
- 10. College Advancement/Foundation** – None provided.
- 11. Public Affairs** – Teresa Mercado-Cota reported on the new role for Ruth Cossio-Muniz in District Public Affairs and that services with 25th Hours will be scaling back. She reminded everyone to plan accordingly to provide sufficient advanced timing for all requests. She noted the forthcoming plan for the Marketing Taskforce and that marketing is underway for Spring 2021, which will include the instructional modalities. She recommended that marketing efforts be planned for the entire academic year versus semester based. Dr. Hubbard recommended that these efforts include videos for classroom and PPE safety reminders during the COVID-19 pandemic.
- 12. Research** – Janice Love provided an overview of the Sense Survey, which will be due in Spring 2021. She noted that work continues on the Education Master Plan (“EdMP) and that no further edits will be captured at this time. Instead an upcoming working session will be planned at a SAC Management Council meeting. Following that, the EdMP will be vetted by Academic Senate and then again by College Council. It was noted that the revised Participatory Governance Handbook (with graphics included) will be presented at an upcoming College Council meeting. She noted the completion of the Text

Survey and that results will be forthcoming. Additionally that Paula Kincaid will be controlling the data elements for the Student Housing Feasibility Study Survey. She reported that Jaki King has developed the process for Program Review, which can be found on the Public H-drive at <h:/public/research department.tableafiles/programreview>.

IV. Other

Dr. Flores will be preparing a campus-wide email about the importance of Self-care. She provided a reminder about the kick-off for the Cafecito with Dr. Flores and Book Club meeting series.

V. Next Meeting and Adjournment

The next meeting will be Thursday, November 12, 2020 at 9:00 a.m. via Zoom. Dr. Flores adjourned the meeting at 11:39 a.m. Dr. Kennedy made a motion to approve, with Roy Shahbazian seconding the motion. The motion was approved with no opposition or abstentions.