

SAC COLLEGE COUNCIL MINUTES
January 13, 2021

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

GUESTS:

Rebecca Barnard
Maria Dela Cruz
Brenda Estrada
Jarek Janio
Alicia Kruienza
Cherylee Kushida
Janice Love
Doug Manning
Teresa Mercado-Cota
Veronica Oforlea
Fernando Ortiz
Leisa Schumacher
John Steffens

LIAISON: Scott Baker
Christina Romero

ABSENT: Norma Castillo
Sean Small

I. Call to Order

Marilyn Flores called the meeting to order at 9:03 a.m.

II. Routine Items

1. Approval of Minutes – The minutes from the December 9, 2020 were tabled until the next meeting. Bart Hoffman made a motion to approve the tabled minutes, with Roy Shahbazian seconding the motion. The motion was approved with no oppositions or abstentions.
2. President's Report – Marilyn Flores reported the SAC COVID-19 testing partnership with the City of Santa Ana has concluded and provided an update on the expected timing of the COVID-19 vaccinations. Her report also included an update on Athletics, Spring 2021 enrollment, the Student Mailer Letter and the next round of expected funding from CARES monies. She noted the Participatory Governance Handbook, Education Master Plan and Enrollment Master Plan were all to be completed during the 2020-2021 year.
3. Action Items:
1st Read – Education Master Plan - Janice Love provided an overview of the changes to date and the work on the 2021-2024 Education Master Plan and noted that the Guided Pathways Scale of Adoption, COVID-19 and civil unrest details were included. Janice noted proofing editors are needed and the updated version will be provided to constituency groups. Marilyn Flores noted the 2021-2024 Education Master Plan will guide us through the next Accreditation cycle and made a recommendation to have a consultant firm assist with the review and planning of the next document. Roy Shahbazian noted the RSCCD P.O.E. meeting included Guided Pathway, Equity and Vision for Success details. It was noted the Enrollment Management Plan is derived from the Institutional Effectiveness Plan. Jeff Lamb thanked Janice for her efforts and work on the Education Master Plan. Jim Kennedy made a motion to accept the 1st Read of the Education Master Plan, with Monica Zarske seconding the motion. The motion was approved with no oppositions or abstentions. Janice will distribute the most current version of the Education Master Plan to everyone. The 2nd read and acceptance of changes is planned for the March 24th College Council meeting.

Request for Authorization to Apply for a Grant (New) – Lumen Learning Adjunct Success – Jeff Lamb, Fernando Ortiz and Cherylee Kushida provided an overview of this request and responded to questions. Roy Shahbazian noted a needed correction on the form. Roy Shahbazian made a motion to approve with the noted corrections, with Monica Zarske seconding the motion. The motion was approved with no oppositions or abstentions.

III. Constituent Reports

1. **ASG** – Monica Renteria reported the Spring 2021 calendar of events was nearing finalization and that future Don's Food Corner Drive-Thru events would be planned the third Wednesday each month. Dr. Flores thanked Monica for her leadership.
2. **Academic Senate** – Roy Shahbazian reported no Academic Senate meetings occurred in January, the upcoming February 3rd Academic Senate Retreat, Remote Instruction panel, part-time faculty hiring, diversity and Accreditation. He noted the three top positions (Diesel, Non-Credit ESL and MESA Counselor) the Academic Senate would be advocating for.
3. **Classified** – No reported provided (Sean Small and Norma Castillo not present)
4. **Public Safety** – Scott Baker reported on the continual support and presence from Campus Safety to the campus.
5. **Student Services** – Vaniethia Hubbard reported on the success of partnering with Power of One for the Don's Corner Food Drive-Thru events and thanked Janice Love and Power of One for their efforts with the student surveys. She provided an update on the remaining \$1.7 million in CARES funding to be spent down by May 2021 (including student hot spots) and that a communication would be forthcoming with details for funding request submittals. Rebecca Barnard provided a detailed overview of the COVID-19 vaccinations role out, eligibility tiers, required documentation at time of vaccination, side-effects of vaccinations, the call for volunteers from the County of Orange, California to assist with the vaccinations at Points of Distribution (POD) sites and how to register as a volunteer.
6. **Academic Affairs** – Jeff Lamb provided an overview of the enrollment details for Spring 2021 to date, the revised FTES target, marketing efforts and class scheduling to meet the student needs. He thanked everyone involved in the Owl Camera Pilot Project. Fernando Ortiz summarized the Guided Pathway updates and thanked Stephanie Clarke for her leadership and continued efforts with the Guided Pathways work. Monica Zarske reviewed the progress to date on the Accreditation work. She noted the constituency groups should expect the DRAFT report by February 2021 for review and that the goal is to have the Final report to the RSCCD Board by June 2021.
7. **Continuing Education** – Jim Kennedy reported the Continuing Education Spring 2021 term began today, 40 faculty fully trained and earned a Distance Education Certificate and marketing efforts continue which includes a social media campaign. He noted the move to census based apportionment for Non-Credit during the Spring 2021 term.
8. **Administrative Services** – The report is tabled until the next meeting (Bart Hoffman departed early for a conflicting commitment).
9. **Student Information Support** – John Steffens reported on the continual training with web publishers, completion of accessibility issues with Financial Aid and that both Counseling and Admissions & Records would be the next areas of focus. He noted the main issues have been PDF and website verbiage and reminded everyone that Professional Development week would include content creation training.

10. College Advancement/Foundation – Christina Romero reported on the continuing work to meet the needs of our students. The Scholarship Application period closes February 19th, individual and workshop meetings are available, the Ed Arnold Golf Tournament will be held in-person (\$48,000 raised to date for students), President's Circle event will be a virtual cocktail Happy Hour on March 26th, Scholarship Awards Ceremony is planned for May 20th, first ever Chase Family CTE Scholarship, Ed Fosmire \$20,000 Scholarship Fund and efforts are underway for scheduling SAC outdoor and virtual potential donor tours.

11. Public Affairs – Teresa Mercado-Cota reported on the recent and continuing marketing efforts for both Credit and Non-Credit, including Brand awareness and strategy plan in motion (new banners along 17th Street; Guided Pathway banners at SAC and CEC; holiday mailer to community). She noted the SAC e-Newsletter distribution to our community partners and their shared efforts with distribution to their contact lists. She noted the Spring 2021 Convocation event will be virtual with Tim Wise planned as the guest speaker. She highlighted details of February's Black History Month and March's Women's History Month. Marilyn Flores thanked Teresa Mercado and Madeline Grant for their efforts in preparing a SAC Marketing Plan, which will be forthcoming to College Council for review.

12. Research – Janice Love reported on the details of the Dashboard surveys and noted the Fall 2020 grades are currently being loaded into the Research database. Roy Shahbazian inquired about details from the earlier surveys (i.e. number of unity, classes, etc.). Janice reminded everyone that Research can help with identifiers for work and surveys.

IV. Other

Jarek Janio highlighted the continuing work with Nuventive and that both Student Services and Academic Affairs now have access. He noted the Resource Allocation Requests and Student Learning Outcomes modules will be live soon. He summarized the details of the upcoming SLO Symposium on January 29-30th, CSU changes and Friday SLO talks.

V. Next Meeting and Adjournment

The next meeting will be Wednesday, January 27, 2021 at 9:00 a.m. via Zoom. Marilyn Flores adjourned the meeting at 11:01 a.m. Monica Zarske made a motion to approve, with Vaniethia Hubbard seconding the motion. The motion was approved with no oppositions or abstentions.