



COLLEGE COUNCIL MINUTES

Wednesday, September 28, 2022, 9:00-11:00 a.m., via Zoom

Voting Members Present:

Annebelle Nery
Vaniethia Hubbard
Jim Kennedy
Jeff Lamb

Sarah Salas
Jim Isbell
Monica Zarske
Maria Dela Cruz

Nestor Cuellar

Liaisons & Guests Present:

Christina Romero
Brenda Estrada
Tyler Johnson
Shannon Kaveney

Chantal Lamourelle
Daniel Martinez
Tina Miranda
Fernando Ortiz

William Reardon
Leisa Schumacher
John Steffens

1.0 Procedural Matters

1.1 Call to Order: Annebelle Nery called the meeting to order at 9:01 a.m.

1.2 Approval of Additions or Corrections to Agenda: Monica Zarske motioned to approve the September 28, 2022 agenda, which was seconded by Maria Dela Cruz and followed with five (5) yes votes, no abstentions or oppositions and approval by consensus.

1.3 Approval of Minutes – Regular meeting of September 14, 2022: Monica Zarske motioned to approve the September 14, 2022 minutes, which was seconded by Maria Dela Cruz and followed with five (5) yes votes, no abstentions or oppositions and approval by consensus.

1.4 Action Items

- Request for Reorganization (1):
 - Director, International Student Program: Vaniethia Hubbard provided a detailed overview of the Reorg request and noted this item has been part of the right-sizing efforts over the last several years. Maria Dela Cruz motioned to approve the Reorg, which was seconded by Jim Isbell and followed with six (6) yes votes and no abstentions or oppositions. Discussions continued with questions about the funding source, better communication of the process for requested positions and revenue generated versus cost of position. Annebelle Nery noted the position will be funded by Fund 11 and summarized the new details of the Program Review for managers. Those details will be shared forward to College Council at the October 12th meeting. Concluding the discussion points, the motion was approved by consensus.
- Revised BP 5500, New AR 5500 and AR 5520-Advisory Vote: Vaniethia Hubbard provided an overview of the proposed changes for the BP and Brenda Estrada the two AR items. Vaniethia Hubbard noted the item should have read “2nd Read” versus “Advisory Vote” on the agenda. Discussions ensued with recommendations to add “District Safety Officer as one (1) Classified CSEA appointment” verbiage in

the ARs. Maria Dela Cruz motioned to amend the agenda to "2nd Reading", which was seconded by Monica Zarske and followed with six (6) yes votes, no abstentions or oppositions and approval by consensus.

- SACTAC-Reporting change to College Council: Annebelle Nery provided a detailed overview citing the technology needs, tools, resources and support provided by SACTAC are campus-wide and support the entire institution. She concluded her overview with a recommendation to add SACTAC under "3.0 Reporting Committees" on the agenda and revise the PG Handbook, as needed. Monica Zarske motioned to approve the addition of SACTAC to the agendas, which was seconded by Jim Isbell and followed with six (6) yes votes, no abstentions or oppositions and approval by consensus.

2.0 Informational Items

2.1 President Report

- Faculty Hiring – 1st Review for Feedback: Annebelle Nery provided an overview of the Draft Hiring ARs that were presented and noted these items were initiated by the District Office. She welcomed all to provide feedback and noted the items will be included on the October 12th agenda as a "2nd Review". Discussions ensued with concerns noted on the Part-time AR pertaining to diversity, operational impact, lack of workforce capacity, the process should reviewed to ensure equity is embedded and clear communication of the process.
- Bottleneck Study – Update: Daniel Martinez provided a detailed overview of the data set details included in the PPT. Discussions ensued with a note of correction needed on the slides containing Plan B (should read CSU General Education) and Plan C (IGETC) details. Daniel concluded his report noting the results would be studied in the Spring term to determine how to scale and replicate the outcomes for implementation and extended a warm Thank You to Tyler Johnson for his efforts on this report, which was complimented by Annebelle Nery's detailed overview of the College Prep bridge program planned for Intersession 2023 to address the student needs with remediation. Daniel Martinez will further evaluate the data sets for Non-Credit students.
- Program Review-Update: Daniel Martinez reported on the need for a standardized process with program reviews and then provided a detailed overview of the new dashboard highlighting the reports that will be available with this new resource.
- SAC Student Education Plan (SEP) Tool: Annebelle Nery and Daniel Martinez lead detailed discussions about the development of this resource and how this tool will help SAC address and meet the Vision for Success Goals. Santa Ana College is the only institution that has this resource.
- Assessment of Committees: Follow-up: This item is tabled to the October 12th agenda and meeting.

3.0 Reporting Committees

- 3.1 Academic Senate: Jim Isbell reported on the September 27th meeting and shared concerns to be remedied. He reminded everyone their feedback is welcomed. He concluded his report noting Daniel Martinez would be invited to a future meeting, Mark Liang reported on the return of the International Festival event, Guided Pathways conference in Oakland and Classified representation at future conferences and the next meeting will occur in two (2) weeks.
- 3.2 Facilities & Safety Committee: Shannon Kaveney reported on radio training occurring in preparation for the October 20th Great Shakeout Drill, hiring efforts under way to fill the 8 custodial, 3 Grounds, Custodial Supervisor and Maintenance Supervisor vacant positions, roofing work on Buildings F, I and J and concluded his report noting solar coating on roofs will occur.
- 3.3 Institutional Effectiveness & Assessment (IE&A) Committee: Fernando Ortiz reported on no meeting since September 14th and the next meeting is planned for October 5th at 2:00 p.m.
- 3.4 Planning and Budget Committee: No report provided.
- 3.5 Professional Development Committee: Annebelle Nery reported on the meeting during this week, meeting with Classified Professional Development and discussing three (3) events planned for this year...one for Mental Health, one for Management Panel (tentatively Intersession) to promote growth opportunities for Classified staff and Mock Interviews (Winter/Summer) to promote a pathway for internal promotion. The plans for these proposed programs are yet to be solidified. Annebelle concluded her report highlighting the upcoming Faculty Speaker Series with more information to follow.
- 3.6 Student Equity and Achievement Program Committee (SEAP): Jeff Lamb and Chantal Lamourelle reported on the details of the Four-Year Faculty Institute and that more information would follow. CCCCCO Land Acknowledgement is approved. Annebelle Nery has met with two (2) of the three (3) tribes and planning efforts will begin soon for the upcoming November 2023 Native American Heritage month event with an open and inclusive approach, a local Land Acknowledgement is planned to recognize all tribes and Annebelle Nery serves on the Advisory Council for the California Indians Nation College and will attend their meeting hosted on October 12th. The efforts of this work should be reflected in SEAP and UCLA was cited as a good resource to reference.

4.0 Oral Reports

- 4.1 ASG: Nestor Cuellar reported on the Club Rush event with twenty (20) Clubs represented, some of which were ratified and the upcoming events for Constitution Day, Hispanic Heritage Month on October 5th, Undocu-Scholars October 17th – 21st, acceptance of applications for IOCC and concluded his report noting that student would be attending the Leaders Assembly event in San Diego.
- 4.2 Classified: Sarah Salas reported the RSCCD Board President attended the recent meeting, the Remote Workgroup met to review best practices, the 1st Executive Board Elections will be occurring in November 2022, recruitment of Classified representatives to serve on committees continues and concluded her report noting the next Chapter meeting on October 18th.
- 4.3 Cabinet:
Student Services: No report provided.

Administrative Services: No report provided.

Continuing Education: Jim Kennedy reported on the strong term start for CEC with increased enrollment of 3%, a 12% increase in unduplicated headcount and seat count of 22% compared to this time last year. He concluded his report highlighting the increasing FTES may lead to a 10% growth, which means that more students are being served.

Academic Affairs: Jeff Lamb reported on the increase in enrollment by 8%, effective scheduling with improved efficiency and productivity serving more students with only a 2% schedule growth. Discussions ensued about SAC and its large college status, 17/18 Hold Harmless and Base Allocation, which are planned to be discussed at a future Enrollment Management Committee meeting. Jeff concluded his report noting the data points from the Bottleneck Study will assist in targeted growth, funded FTES may bring out of Hold Harmless and that SAC is eligible for COLA funding that is on the table at the State level.

4.4 Public Information Office: Annebelle Nery reported on the filming of three (3) videos to highlight the Online Degree Pathways in both Credit and Non-Credit, which will result in 30 second promotional commercials and concluded her report noting the Late Start mailers were completed.

4.5 Other:

Annebelle Nery reported on the upcoming visit by the CCCCCO and BOG offices to SAC on November 8th to learn more about our achieved growth.

5.0 Next Meeting and Adjournment

5.1 October 12, 2022

9:00-11:00 a.m.

Zoom

5.2 Annebelle Nery adjourned the meeting at 10:52 a.m.