

Santiago Canyon College - College Council

MINUTES

September 13, 2016, 1:30 p.m., E-107

Administrators: John Hernandez, Ruth Babeshoff, Maryln Flores, Arleen Satele, Jose Vargas, Vacant Faculty: Michael DeCarbo, Rick Adams for Corinna Evett (absent), Joe Geissler , Rudy Frias, Mary Mettler, Joyce Wagner, Melinda Womack (alt)

**Classified: Zina Edwards, Sheryl Martin (absent), Karen McCoy, Vacant, Student: Esther Chian
Technology: Alfonso Oropeza EMPC rep: Aaron Voelcker (non-voting member)**

NEW BUSINESS	ACTION	DISCUSSION/COMMENTS	OUTCOME/FOLLOW UP
1. Approval of Minutes, 8-23-16	Approval		Motion to approve minutes as presented (Vargas/Womack) passed without dissent.
2. Annual Committee Evaluation	Discuss	Michael discussed major accomplishments and challenges found within the committee evaluations. Discussion continued with council's responsibility to reflect on the committees evaluations and possibly reaching out to committees to see where council could further assist in ensuring their evaluation is meaningful, and goals are met.	Michael requested that council members review all the evaluation forms prior to next meeting. Michael would like to collectively look at all the surveys for a discussion, and to find recurring themes. Marilyn commented that after reviewing possibly make recommendations to committees.
3. Resource Development Grant Schedule	Information	No report.	
OLD BUSINESS			
1. Request for Reorganization: Intermediate to Administrative Clerk, Continuing Ed: Jose Vargas	Second Reading		Motion to pass.
2. Request for Reorganization: 2 Administrative Clerks, 1 Counseling Asst., Continuing Ed: Jose Vargas	Second Reading		Motion to pass.
3. Request for Reorganization: Administrative Clerk, Continuing Ed: Jose Vargas	Second Reading		Motion to pass.

<p>4. Request for Reorganization: Graduation Specialists, 2 Administrative Clerks, and Counseling Asst. Continuing Ed: Jose Vargas</p>	<p>Second Reading</p>		<p>Motion to pass.</p>
<p>COMMITTEE AND COUNCIL UPDATES</p>			
<p>1. Accreditation Update: Marilyn Flores</p> <p>2. Educational Master Plan Committee: Aaron Voelcker</p> <p>3. Planning and Institutional Effectiveness:</p>	<p>No report</p> <p>Aaron shared that the EMPC finalized the draft set of Educational Master Plan Goals and those will be brought forward to the Academic Senate and College Council for first and second reading. The committee is also discussing a potential recommendation to include updates on activities designed to make progress toward achieving the Educational Master Plan goals within the annual Department Planning Portfolios. There is a need to formalize a systematic evaluation of progress toward achieving stated goals, per accreditation standards, beyond what we are doing now to satisfy related accreditation standards.</p> <p>The committee reviewed its mission and responsibilities and is reviewing the rubric for assessment of requests.</p>	<p>Mechanism needs to be in place to track these activities. Suggestions included regular updates be presented by personnel overseeing specific activities.</p> <p>No further action.</p>	

<p>4. Technology: Alfonso Oropeza</p>	<p>Technology committee will meet on September 15. Reference to computers replacement was made. Ruth asked if computers were categorized. Alfonso replied that there is instructional and non-instructional categories. Michael asked on Portal status and Canvas.</p>	<p>Alfonso requested minutes reflect computers replacement needs to secure funding. This item needs to continue to go through PIE for funding requests. Alfonso mentioned very soft rollout of Portal. A task force of faculty tested Canvas, and voted to switch.</p>
<p>5. Budget/Facilities/Safety: Arleen Satele</p>	<p>Arlene discussed one time carryover. This is good news for the college, however, there are still outstanding liabilities, including the OEC adjunct which is under funded. Savings on personnel (retirements and resignations) and converted positions were recognized. Arlene discussed the BOG Energy and Sustainability Award. SCC will have its own weather station, and due to Prop 39 water conservation SCC will start automatic turnoff of irrigation.</p>	<p>No further action.</p>
<p>6. Curriculum and Instruction Council: Joyce Wagner</p>	<p>Joyce discussed apprenticeship courses have made changes due to re-shuffling of programs.</p>	<p>No further action.</p>
<p>7. Student Success and Equity Committee: Ruth Babeshoff</p>	<p>Ruth mentioned SSE will begin meeting next week. SSE newsletter was published with equity history, budget by numbers, and northern trip.</p>	<p>No further action.</p>

PROGRAM UPDATES		
1. Associated Student Government: Esther Chian	Esther mentioned ASG student body lounge grand opening. ASG recognized 9/11. Club Rush is 9/20 and 9/21.	No further action.
2. Continuing Education: Jose Vargas	Last week, the Chancellor determined that the Orange Education Center (Batavia site) no longer needed administration coverage. FTES was short in the summer.	No further action.
3. Classified Advisory Group: Zina Edwards	Next Hawks meeting is 10/6. Kari Irwin and Frank Rivera to speak to group about branding message. Michael noted at BOT meeting there was discussion on recruiting classified members and request was made to look at release time for classified member at BOT.	No further action.
4. Student Services: Ruth Babeshoff	Ruth discussed ITT abrupt closure. Mentioned Phil Crabil is SCC counseling point person to assist ITT former students. Bellevue University (Brian Haggerty) outreach mentioned they might be able to take some ITT units. Title IX campaign is being spearheaded by Lorrie Jordan.	No further action.
5. Administrative Services: Arleen Satele	No report.	
6. Academic Affairs: Marilyn Flores	Marilyn reported Fall FTES is short 188, target is 3,141. Deans met earlier to look at enrollment. Deans will meet with department chairs; faculty expressed concerns regarding staffing challenges when classes are scheduled late. Integrated Learning (IL) event was successful.	Michael mentioned to take a look at adding 12 week classes in spring.

