

Santiago Canyon College - College Council

MINUTES

February 28, 2017, 1:30 p.m., E-107

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

Classified: Zina Edwards, Sheryl Martin (absent), Karen McCoy (absent), 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, 02-14-17	Approval		Motion to approve (Geissler/Babeshoff)
OLD BUSINESS			
1. Reorganization Request Administrative Services Facilities Manager: Arleen Satele	Second Reading	Arleen mentioned new accountant, Florence Ner started on Monday.	Motion to approve (Vargas and Flores).
2. Annual Committee Evaluation	Michael DeCarbo	Discussion on survey results are on the handout. Vacancies in committees was prominent from surveys. Themes included: Need classified and students [CSEA officer changes annual the change needs be communicated] warehouse of reports; person in charge of posting information; website shortage of membership; distribute survey results; resource requests process/rubric[aaron and Michael will talk in PIE] . Zina mentioned that classified need to know that they have release time in order to serve. John thought that CSEA officers should be aware of vacancies. Esther Chian mentioned student vacancy is due to scheduling conflicts.	Michael asked the council review surveys. Articulate process to committees. Zina would like to know what committees are vacant. Michael mentioned Zina and Mary Mettler should meet to go over how faculty recruit for committees. Implement best practices for student participating in shared gov committees. Chair invite student rep to a meeting prior to meeting. *CC should send out reminder to committees to update websites. Send follow-up
3. Resource Development Grant Schedule	Information	John mentioned information item. No questions were raised.	No action needed.

COMMITTEE AND COUNCIL UPDATES		
1. Accreditation Update: Marilyn Flores Report on the Jan. 2017 Commission Meeting	Johnn mentioned this will allow reinstatement of singular bacculeareates.	No action needed.
2. Educational Master Plan Committee: Aaron Voelcker	IEPI visits March and May visits. Committee working on drafts, and timeline to present at shared governance committees.	No action needed.
3. Enrollment Management Committee/Curriculum and Instruction Council: Joyce Wagner	EMC met and talked about marketing task force. Reviewed schedules. Curriculum having first meeting on Monday.	No action needed.
4. Planning and Institutional Effectiveness: Michael DeCarbo	PIE sent out 90 requests. Committee meets tomorrow.	No action needed.
5. Technology: Alfonso Oropeza	Committee has not met. No IT interruptions occurred during first two weeks. Alfonso mentioned website home page will be changed. When the mock is ready, Alfonso will show it.	No action needed.
6. Budget/Facilities/Safety: Arleen Satele	Completions have been completed. Facilities is on schedule to continue as long as it's not raining. District warehouse publications are here, and Arleen is working with them to provide more services. Provide a will call service.	No action needed.
7. Student Success and Equity Committee: Ruth Babeshoff	First meeting on Monday. Integrated Plan (2017-2019) was discussed for credit and non credit. Beginning to formulate activities. Separate budgets will occur but the way we report to state will be integrated. Board approval	No action needed.

	will be needed in the fall 2017. Student Success Equity met and student, Josh Moon contributed to group.	
PROGRAM UPDATES		
1. Associated Student Government: Esther Chian	ASG has been doing Black History month events. An African dancer will be here tomorrow. March 2 is movie night "13". ASG had first day of training last Friday. Training will continue on Friday.	No action needed.
2. Continuing Education: Jose Vargas	Enrollment is open/entry system. To date enrollment is on track to hit target. Ruth discussed how she disseminated information on non-credit at Student Services retreat on January.	No action needed.
3. Classified Advisory Group: Zina Edwards	March 2 is Classified Hawks Advisory Group meeting. John mentioned next meeting will be on April 19.	No action needed.
4. Student Services: Ruth Babeshoff	Total Wellness on Tuesdays open forum for students. Transfer Tuesdays – faculty and staff will be out of the office using tablets to be available for students.	No action needed.
5. Administrative Services: Arleen Satele	No report.	No action needed.
6. Academic Affairs: Marilyn Flores	Enrollment is 2,896 FTES is target. 178 short. Hawks Nest Food Pantry will be meeting tomorrow to look at when a soft opening can happen. Feb 24 OUSD/SCC Pathways Summit - 14 reps from OUSD/9 from SCC. Group discussed dual enrollment, where we are at, and where we need to go. Next steps: fall 2017 and spring 2018 designated division dean for each high school site. John mentioned OUSD interest in connecting pathways to our courses was very promising.	

