

Santiago Canyon College - College Council

MINUTES

December 12, 2017, 1:30 p.m., E-107

**Administrators: John Hernandez, Ruth Babeshoff (absent), Marilyn Flores, Arleen Satele, Jose Vargas, And Faculty: Michael DeCarbo, Doug Deaver
Darlene Diaz (absent), Joe Geissler, Rosa Salazar de la Torre, Mary Mettler, Joyce Wagner, Classified: Zina Edwards (absent), Sheryl Martin (absent)
Karen McCoy, Vacant, Student: Edward Hou , Technology: Alfonso Oropeza, EMPC rep: Aaron Voelcker (non-voting member)**

NEW BUSINESS	ACTION	DISCUSSION/COMMENTS	OUTCOME/FOLLOW UP
1. Approval of Minutes, 11-28-17	Approval		Motion to forward (Vargas and McCoy)
2. Reorganization Request Student Services Coordinator /Student Equity & Success: Joseph Alonzo	First Reading	Joseph Alonzo described how there is a need for the food pantry position. Tiffany Gause reported that over 150 students attended during the two soft openings, and at every opening there are at least 140 students. Presently, there is one part-time hourly short term employee who supports the food pantry. Joseph Alonzo mentioned the Chancellor's office is asking CCC's to offer support to students. Food bags are being placed strategically throughout campus during the times the pantry is not open. The Food Pantry will be open during intersession. Jose mentioned this was a categorically funded position.	Motion for a first reading (Mettler and Deaver). Motion to waive second reading brought forward by Vargas and Deaver. Motion to approve passed without dissent.
3. Reorganization Request Student Services Coordinator /Counseling: Jennifer Coto	First Reading	Jennifer Coto reviewed the First Year Support Center (FYSC) for SCC students. Due to FYSC success a Graduate Student Internship Program was developed, and offers student success certificate for retention purposes. The FYSC has served over 3,300 students with minimal staff. Requesting a full time SS Coordinator will enable the expansion of the FYSC. The Summer Advantage program will also feed into FYSC. The position will be categorically funded.	Motion for a first reading (Hou and Mettler). Motion to waive second reading brought forward by Mettler and Vargas. Motion to approve passed without dissent.
4. PIE Suggested Items to be Funded: Michael DeCarbo	Information	Aaron discussed the allocation of the PIE process, and how PIE re-evaluated the rankings and identified additional dollars. John proposes to fund the items from the list as recommended by PIE.	No further action.
5. Resource Development Grant Schedule: John Hernandez	Information	John mentioned this report is informational.	No further action.

OLD BUSINESS			
COMMITTEE AND COUNCIL UPDATES			
1. Accreditation Update: Marilyn Flores	No report.	No further action.	
2. Educational Master Plan Committee: Aaron Voelcker	No report.	No further action.	
3. Enrollment Management Committee/Curriculum and Instruction Council: Joyce Wagner	Several new courses have been put through curriculum. ESL is restructuring, and offering courses. Transfer degrees in Social Justice has been created. Today is Joyce Wagner's last day as Curriculum Chair.	No further action.	
4. Planning and Institutional Effectiveness: Michael DeCarbo	The grant process task force met and revisions to the process and form will be brought next to the committee. Three year assessment of the EMP goals are being created and a template will be provided for each cycle.	No further action.	
5. Technology: Alfonso Oropeza	Tech committee has not met. Website has been updated to include a link at the bottom of the page on sexual harassment/discrimination, RSCCD home link and ACCJC. Challenges with Microsoft patches solution is to use no more generic accounts. Spring semester all computers will require a log in.	Alfonso will review the approval process for the SCC website.	
6. Budget/Facilities/Safety: Arleen Satele	In the summer ADA construction will take place starting in May 2018 in the D building. Budget is on track as of today. Joe Tran's last day is Dec. 18, 2017. Victoria Williams' last day is on Jan. 31, 2018.	No further action.	
7. Student Success and Equity Committee: Ruth Babeshoff	No report.	No further action.	

PROGRAM UPDATES		
1. Associated Student Government: Ed Hou	Student Government retreat is in the spring semester. During Intersession, ASG will meet to evaluate their group.	No further action.
2. Continuing Education: Jose Vargas	Enrollment is on track.	No further action.
3. Classified Advisory Group: Zina Edwards	No report	No further action.
4. Student Services: Ruth Babeshoff	No report	No further action.
5. Administrative Services: Arleen Satele	No report	No further action.
6. Academic Affairs: Marilyn Flores	As of today, projecting about 15 FTES shortfall; for intersession our FTES is ahead. An email reminder will be sent out to students for Intersession start date.	No further action.
7. Academic Senate: Michael DeCarbo	Academic Senate continues to work on Signature Programs. STARS program presented at the last Senate meeting. Campus holiday potluck is tomorrow and has been extended to 2:00 p.m. Guided Pathways 14 points of self-assessment packet is complete and the report will be sent to State.	No further action.
8. President: John Hernandez	Next BOT meeting is on Jan 22, 2018. Next council meeting will occur on Jan. 23, 2018 if needed, and council meeting time will be from 2:00 – 3:30 p.m.	No further action.
Next meeting: Tuesday, January 23, 2:00 p.m., E-107 (if needed)		

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Mission Statement: Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging. (Approved by RSCCD Board of Trustees, 12-04-17)