

Santiago Canyon College - College Council

MINUTES

March 24, 2020, 1:30 p.m., A-211

Administrators: John Hernandez, Marilyn Flores, Syed Rizvi, Arleen Satele, Jose Vargas, and Faculty: Michael DeCarbo, Leonor Aguilera, Doug Deaver, Darlene Diaz, Jolene Shields, Michael Taylor, Classified: Karen Bustamante, Zina Edwards,

Sheryl Martin , Ana Garcia (alt - absent), Student: Jio Gallardy,

Technology: Thurman Brown (absent) (non-voting member), EMPC rep: Aaron Voelcker (non-voting member)

NEW BUSINESS	ACTION	DISCUSSION/COMMENTS	OUTCOME/FOLLOW UP
1. Approval of Minutes, 2-25-20	Approval		Motion to approve: Rizvi and Shields Zina Edwards and Sheryl Martin abstain.
2. COVID-19 Report	Information	<p>President Hernandez reported to council members on COVID-19 impact as of March 24, 2020. Cosmetology has been impacted with practical instruction suspended. In noncredit 173 offsite classes have been canceled. Credit has 770 sections with 72% are face to face; 8 classes have been canceled the rest have transferred to Temporary Remote Instruction (TRI). March 23, 2020 laptop distribution began. College webpages are being updated, most departments offer various online platforms (Live Chat, tutorials, etc.). Facilities prepared for closure on March 20, 2020. Campus events are being canceled for remainder of the semester. Virtual alternative is being considered for commencement.</p> <p>Board approved MOU (Memorandum of Understanding) addendum to clarify classification of employees. Discussion ensued on MOU and categorizing of personnel. Administration is attempting to minimize staff on campus and limit staff to access campus to Mondays. Individuals will need to coordinate with their supervisor if they will be coming to campus.</p> <p>President Hernandez will work with HR on status of proceeding with hiring committees. Faculty Obligation Number (FON) will most likely be suspended during this period. Michael DeCarbo reported transition to TRI has been going very well and support for TRI from Amanda Carpenter and Scott James has been outstanding.</p>	No further report.

3. Reorganization Request: DSPS (.475 FTE/12 months): Syed Rizvi		DSPS Assistant Dean Starr Avedesian described the need for a new position. The position is 100% categorically funded through DSPS and no impact to the general fund. This position will address the need for specialized clerical support of the department.	Motion for First Reading: Rizvi and Edwards Motion to Waive Second Reading: Martin and Diaz passed without dissent. Motion passed without dissent.
OLD BUSINESS			
1. 2020 College Celebration		President Hernandez indicated celebration of May 2, 2020 is postponed until further notice.	No further report.
COMMITTEE AND COUNCIL UPDATES			
1. Accreditation Update: Marilyn Flores		Deadline for evidence work to be submitted has been extended to May 8, 2020.	No further report.
2. Educational Master Plan Committee: Aaron Voelcker		Committee met on March 12, 2020. Presentations from department chairs in the following disciplines: Economics, Real Estate, ACE, Accounting, CIS, Physics, and Business Management/Marketing. It was determined future meetings will be suspended.	No further report.
3. Enrollment Management Committee/Curriculum and Instruction Council: Darlene Diaz		CIC met on March 17, 2020 and it was determined meetings will continue as scheduled using Zoom.	No further report.
4. Planning and Institutional Effectiveness: Michael DeCarbo		Committee will continue with ranking of resources.	No further report.
5. Technology: Thurman Brown		Jorge Forero reported that IT is supporting all IT help requests in this transition.	No further report.
6. Budget/Facilities/Safety: Arleen Satele		Budget meetings will meet via Zoom. Budget reductions totaling \$3 million for RSCCD and SCC's impact is \$734,000; impact will be to operational expenses. Budget	No further report.

7. Student Success and Equity Committee: Syed Rizvi	is still pending the May revise. Committee has not met.	No further report.
PROGRAM UPDATES		
1. Guided Pathways: Michael DeCarbo, Marilyn Flores, and Syed Rizvi	GP surveys and meetings have been suspended until further notice.	No further report.
2. Associated Student Government: Jio Gallardy	Jio reported that ASG has come to a halt. Discussion on upcoming elections is being ensued. Jio commented that the transition to remote is being handled very well.	No further report.
3. Continuing Education: Jose Vargas	Jose reported the CE management team has been outstanding under the transition to remote.	No further report.
4. Classified Advisory Group: Zina Edwards	Zina reported classified members were stressed due to misinformation from managers. Sheryl reported that managers are asking for timecards of employees working remotely and asked for tolerance with classified during this transition. It was suggested that the Classified Hawk's Advisory group being conducted via a Zoom meeting.	No further report.
5. Student Services: Syed Rizvi	The next food pantry is March 26, 2020. The Student Health and Wellness office is working on a student tele-health care service via Zoom to be available soon.	No further report.
6. Administrative Services: Arleen Satele	Arleen reiterated all campus personnel need to go through their supervisor for campus access. Facilities will disinfect area after personnel leave the office.	No further report.

<p>7. Academic Affairs: Marilyn Flores</p>	<p>As of today, FTES is 2,683.95; target is 2,766 FTES. It is unlikely that positive attendance FTES will come through. Marilyn reported Library services are fully operational. Athletic trainers are using software to assist student. A & R is informing students of canceled classes. Discussion on EW (extenuating withdrawals) was discussed and President Hernandez mentioned that cabinet will review this item at the next cabinet meeting.</p>	<p>No further report.</p>
<p>8. Academic Senate: Michael DeCarbo</p>	<p>Michael reported that Senate discussed TRI best practices.</p>	<p>No further report.</p>
<p>9. President: John Hernandez</p>	<p>Report presented under COVID-19.</p>	<p>No further report.</p>
<p>Next meeting: Tuesday, April 14, 2020 via Zoom</p>		

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)