

**Santiago Canyon College - College Council**

**MINUTES**

**September 8, 2020, 1:30 p.m.**

**Administrators: Jose Vargas, Syed Rizvi, Arleen Satele, Martin Stringer, and Faculty: Craig Rutan, Leonor Aguilera, Corinna Evett, Sara Gonzalez, Jolene Shields, Michael Taylor, Classified: Karen Bustamante, Zina Edwards, Sheryl Martin, Ana Garcia, Student: Henry Gardner, Technology: Thurman Brown (non-voting member), EMPC rep: Aaron Voelcker (non-voting member)**

NEW BUSINESS	ACTION	DISCUSSION/COMMENTS	OUTCOME/FOLLOW UP
<p>1. Approval of Minutes, 8-25-20</p> <p>2. Spring 2021 Schedule Consultation Task Force</p>	<p>Approval</p> <p>Approval</p>	<p>Academic Senate President and Interim President recommended to form a task force to begin immediate planning of bringing back instructional classes to campus in the spring. Martin Stringer and Michael Taylor will Co-chair this task force.</p>	<p>Motion to approve: Aguilera and Rizvi Abstain: Martin Stringer</p> <p>Mike Taylor motioned for the Spring 2021 Schedule Consultation Task Force and Zina Edwards second the motion. Motion passed without dissent. The Taskforce is to provide recommendations at the September 22, 2020 College Council meeting.</p>
<b>OLD BUSINESS</b>			
<p>1. COVID-19</p>	<p>Information</p>	<p>Jose reviewed the state color tier and described the activities and that will begin to open based on the tier the county is in. As of today, Orange County is in the red tier.</p>	<p>No further report.</p>
<b>COMMITTEE AND COUNCIL UPDATES</b>			
<p>1. Accreditation Update: Aaron Voelcker</p> <p>2. Educational Master Plan Committee: Aaron Voelcker</p> <p>3. Enrollment Management Committee/Curriculum and Instruction Council: Corinna Evett</p>	<p>SCC was notified of upcoming ACCJC Peer Review Dates October 4, 2021 is Team ISER Review. March 7-10, 2022 is the Focused Site Visit. On October 16, 2020 is a tentative site training. More information will follow.</p> <p>First meeting is on September 10, 2020. Restructuring of program review presentation is underway. Presentations will be recorded using Zoom and the recorded session will be available on the EMPC web page.</p> <p>EMC will meet on September 16, 2020. A Distance Education Addendum editable template was emailed to faculty with information on this modified DEA process for</p>	<p>No further report.</p> <p>No further report.</p> <p>No further report.</p>	

<p>4. Planning and Institutional Effectiveness: Craig Rutan</p> <p>5. Technology: Thurman Brown</p> <p>6. Budget/Facilities/Safety: Arleen Satele</p> <p>7. Student Success and Equity Committee: Syed Rizvi</p>	<p>Fall 2020. Correspondence Education will be on the agenda for discussion at the next CIC meeting.</p> <p>Two taskforce committees have been established to review the Grant and Resource Request process.</p> <p>100 laptops purchased for the laptop loaner program arrived this afternoon. ITS will begin to re-image prior to distribution. Criteria has been established for credit and noncredit student to borrow laptop.</p> <p>On September 9, 2020 a mock-up of classes that will be held outside second eight weeks will be done.</p> <p>No updates.</p>	<p>No further report.</p> <p>No further report.</p> <p>No further report.</p> <p>No further report.</p>
<b>PROGRAM UPDATES</b>		
<p>1. Guided Pathways: Syed Rizvi, Craig Rutan, and Martin Stringer</p> <p>2. Associated Student Government: Henry Gardner</p> <p>3. Continuing Education: Chrissy Gascon</p> <p>4. Classified Advisory Group: Zina Edwards</p>	<p>Group meetings begin this week.</p> <p>ASG is working on appointing students to college committees. Survey with remote instruction content will be monitored. Current plan is to have a monthly survey. Welcome back video was met with positive response. Club Rush is week of September 21, 2020. Helpful Hawk's Project application opening is September 14, 2020, closes September 25, 2020.</p> <p>Increase in enrollment due to DE courses. Positive attendance is less as a result of CE offering fewer classes.</p> <p>Classified Hawk's meeting with Jose Vargas on September 16, 2020.</p>	<p>No further report.</p> <p>No further report. ASG President Gardner will provide a copy of recent student survey to College Council Members.</p> <p>No further report.</p> <p>No further report.</p>

<p>5. Student Services: Syed Rizvi</p>	<p>Students are utilizing the SS appointments, and this has been helpful to ensure students are served.</p>	<p>No further report.</p>
<p>6. Administrative Services: Arleen Satele</p>	<p>Week of September 14, 2020 parking lot #2 will be repaired.</p>	<p>No further report.</p>
<p>7. Academic Affairs: Martin Stringer</p>	<p>Enrollment is 10% down from this time last year; marketing of classes continues. Division offices have workers returning to work. RSCCD Return to Work Plan is updated weekly. Remote Blending description will need to be re-evaluated to ensure students understand the class format.</p>	<p>No further report.</p>
<p>8. Academic Senate: Craig Rutan</p>	<p>Academic Senate met on September 1, 2020. Approved modifications to sabbatical request process; Considering the creation of task force to review Constitution and Bylaws; There will be continuing discussion on three forms for remote instruction and the requirements for face-to-face instruction during the current crisis. Special thank you to Scott James and Amanda Carpenter for their work on DE in this remote environment.</p>	<p>No further report.</p>
<p>9. Interim President: Jose Vargas</p>	<p>The Hawk's meeting on September 16, 2020 will provide a college update and include Title IX information by District Administrator Institutional Equity, Compliance &amp; Title IX, Jean Estevez.</p>	<p>No further report.</p>
<p>Next Zoom meeting: September 22, 2020</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)