

Santiago Canyon College - College Council

MINUTES

September 22, 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 (absent), Technology: Thurman Brown (non-voting member), EMPC rep: Aaron Voelcker (non-voting member)

NEW BUSINESS	ACTION	DISCUSSION/COMMENTS	OUTCOME/FOLLOW UP
1. Approval of Minutes, 9-08-20	Approval		<p>Motion to approve: Edwards and Martin All passed in favor.</p> <p>Motion to Change Order of Agenda to bring Items #2 and 4 under Program Updates: Evett and Martin All approved motion.</p>
2. Reorganization Request: Veterans Services Office (1) FTE: Syed Rizvi	First Reading	Syed described how this position would support all aspects of the Veteran’s Program as mandated by the Dept. of Education. This position is funded through a categorically funded grant.	Motion for a First Reading: Martin and Rizvi motioned to approve.
3. SCC Equity Statement: Jose Vargas	First Reading	This statement was to demonstrate that Santiago Canyon College reflects the equity minded philosophy and is student centered. This definition expands to the whole culture and environment at SCC. Recommendation was made to spell out SCC in the statement.	Motion for a First Reading: Evett and Aguilera motioned to approve.
OLD BUSINESS			
1. COVID-19	Information	Jose reported Orange County is in the second week of red. Discussion on Work Plan Reentry ensued, and Zina asked how will classified professionals know when to return to the campus. Jose replied it was the discretion of managers and their supervisors to inform employees. Craig asked about COVID-19 testing at SCC and Jose replied SCC inquired and was informed the city of Orange and county had sufficient testing sites. SCC will be holding a blood drive on October 2, 2020 and blood will be analyzed for Covid-19 anti-bodies.	No further report.

2. Spring 2021 Schedule Consultation Task Force	Approval	<p>The Task Force met and presented recommendations to the Academic Senate. Mike Taylor presented the recommendation list and noted these recommendations are specifically for faculty. Mike Taylor reviewed the classroom usage and logistics to hold face-to-face classes, and indicated that scheduling may need to run outside of the scheduling matrix. Craig thanked the Task Force for their quick turnaround and mentioned this provides an opportunity for faculty to have choices.</p> <p>Jose mentioned Cal State campuses will remain remote in spring. OUSD will start face to face classes next week. SCC's goal is to return to face to face classes. The deans will work with department chairs to see what courses can be offered face-to-face.</p>	All passed without dissent.
COMMITTEE AND COUNCIL UPDATES			
<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>Catherine Webb from ACCJC will provide additional accreditation remote training on October 16, 2020 from 1:00-4:00 p.m. Aaron will send a Save the Date to the campus community.</p> <p>Program reviews will continue to be presented at the upcoming meeting on September 24, 2020. Departments scheduled are History, Philosophy, Athletics & Kinesiology. These department presentations will be recorded and a summary report will be available. EMPC is updating web page. Starting preliminary conversation on revising EMPC process in two years.</p> <p>At the September 16, 2020 EMC meeting the yearly activities were reviewed. Preliminary discussion on Senate charge to review class canceling guiding principles. Jose provided information on a revenue vs. expenditures report that is being finalized that supports why a minimum class size of 20 is no longer sufficient to guarantee that a course will be offered. Jose indicated he would like to meet with Corinna and Aaron to share this</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>information. CIC discussed class capacity and the current process. Corinna reported a number of colleges are sharing class caps data. Discussed DEA emergency that went into state for spring and summer 2020 and is being used this fall. Emergency only description was established. District tech group created to revision curricular aspects of Vision for Success.</p> <p>No report.</p> <p>Adobe licenses were purchases for credit/noncredit, some issues arose that resulted in students not be able to access Adobe. Thurman is working with the Help Desk to ensure students are enrolled in Adobe. 100 new devices were purchased 20 have been checked out to students.</p> <p>Arleen reported flu shots will be available to faculty and staff on October 14, 2020 from 9am-3pm in the gymnasium. The American Red Cross blood drive is October 2, 2020 and November 20, 2020 in the gymnasium.</p> <p>Student Conduct Committee Co-chair Michael DeCarbo is moving forward with various aspects of training needs</p>	<p>No further report.</p> <p>No further report.</p> <p>No further report.</p> <p>No further report.</p>
PROGRAM UPDATES		
<p>1. Guided Pathways: Syed Rizvi, Craig Rutan, and Martin Stringer</p>	<p>Syed reported Student Services is working on focus group for the student surveys. Martin reported Academics is working on the webpage and monitoring Starfish at Santa Ana College. Leadership team meeting is scheduled September 25, 2020.</p>	<p>No further report.</p>

2. Associated Student Government: Henry Gardner	Jordan Ner reported ASG participated in Patriot's Day to commemorate September 11, 2020. A campaign is underway to encourage students to register to vote. Club Rush newsletter was disseminated to students. Helpful Hawk's application is open until September 25, 2020.	No further report.
3. Continuing Education: Chrissy Gascon	FTES is up due to Distance Education. Received approval for funding from consortium for the pilot program. New Distance Education Noncredit Coordinator is Angela Guevara. Certified Nursing Program will host three exams at SCC. CARES Act distribution is \$300 per student.	No further report.
4. Classified Advisory Group: Zina Edwards	A virtual meeting was held on September 16, 2020 with over 60 participants. Interim President Vargas reviewed the budget. Title IX Coordinator, Jean Estevez presented information on new regulations. The next Classified Hawk's meeting is scheduled on October 15, 2020.	No further report.
5. Student Services: Syed Rizvi	No report.	No further report.
6. Administrative Services: Arleen Satele	No report.	No further report.
7. Academic Affairs: Martin Stringer	Enrollment is down ten percent; standard pathways have been hit hard. Good progress is being made in Business Career Education courses.	No further report.
8. Academic Senate: Craig Rutan	AS taskforce approved Constitution and By-Laws. Discussion on changes needed to syllabus statement for face-to-face instruction during emergencies. Review of the equity statement will take place at the next meeting.	No further report.
9. Interim President: Jose Vargas	Ad Hoc Re-entry committee will take place on September 23, 2020. IEPI mapping compensation plan for faculty is underway. SCC Town Hall virtual meeting is October 1,	No further report.

Next Zoom meeting: October 13, 2020	2020 from 2-3:30p.m.	
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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)