

Santiago Canyon College - College Council

MINUTES

November 24, 2020, 1:30 p.m.

Administrators: Jose Vargas, Syed Rizvi (absent), Arleen Satele (absent), Martin Stringer, and Faculty: Craig Rutan, Leonor Aguilera, Corinna Evett, Sara Gonzalez, Jolene Shields (absent), 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
1. Approval of Minutes, 11-10-20	Approval		Motion to approve: Martin and Edwards
2. EMC Recommendation for Considerations on Class Cancellation: Craig Rutan	First Reading	Craig opened with the need for dialogue on why classes should remain if they are under enrolled while still trying to maintain the integrity of the schedule and keep college fiscally sound. The EMC was tasked to prepare a list of recommendations for review in this dialogue of dean and department chair. Jose requested that some of the bullets warranted further discussion. Corinna indicated there is room for clarification on this list. Corinna mentioned there was discussion at last EMC on possibly adding bullet point for college-wide estimated average class size target. Discussion ensued on average class size targets. Jose asked for consideration to change average class size to minimum class size. Jose also asked for consideration to add generic language to this list of the minimum class size trigger that would prompt review of these guiding principles. Martin reinforced the need for collaboration of deans and department chairs when reviewing enrollment metrics and class cancellation considerations. Discussion ensued on minimum class size and class caps. Corinna reported CIC created taskforce to review class caps. Jose reiterated the need for transparency in the development of these considerations.	Jose will email Craig, Corinna, and Aaron the bullet points that he would like to see clarified/modified before the next Senate meeting.
3. Spring Professional Development Calendar: Craig Rutan	Final Reading	The calendar has been adopted by the AS and will be an entirely remote calendar.	Motion for a Final Reading: Evett and Martin Motioned passed without dissent.
OLD BUSINESS			

<p>1. BP and AR 4235: Craig Rutan</p> <p>2. COVID-19 Update: Jose Vargas</p> <p>3. Guided Pathways: Syed Rizvi, Craig Rutan, and Martin Stringer</p>	<p>Final Reading</p> <p>Information</p> <p>Information</p>	<p>Craig mentioned numerous revisions have been made to the AR and it was approved at SAC Senate today.</p> <p>Jose shared the RSCCD webpage on COVID-19 updates district wide to receive updated information.</p> <p>Craig reported the student pilot will be presented to AS on Dec. 1, 2020. This will likely move forward the pathways to go live on the website in the spring semester.</p>	<p>All approved to pass.</p> <p>No further report.</p> <p>No further report.</p>
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>4. Planning and Institutional Effectiveness: Craig Rutan</p>	<p>Accreditation leads are in the final stages of providing feedback to authors. Deadline for next standard draft is December 11, 2020.</p> <p>Conversation on program review of the Counseling Department. The conversation is available on the EMPC webpage. Preliminary discussion has started with various constituent groups on having a more comprehensive master plan that would incorporate technology, facilities and enrollment plans.</p> <p>Created an Enrollment Management taskforce to look at ways to increase enrollment. CIC determined class caps would be faculty led discussion and there needs to be collaboration with administration. Class caps will be stored in the course outline of record. Taskforce was created to recommend how class caps are determined and provide recommendations in early spring. Corinna reviewed the web cam statements to follow the requirements from the state.</p> <p>No report.</p>	<p>No further report.</p> <p>No further report.</p> <p>No further report.</p>	

5. Technology: Thurman Brown	Order has been placed for 52 laptops and other devices including web cams to continue the lap top loaner program.	No further report.
6. Budget/Facilities/Safety: Arleen Satele	No report. Jose indicated COVID-19 testing will not be held at SCC on November 26, 2020 and will resume on December 3, 2020.	No further report.
7. Student Success and Equity Committee: Syed Rizvi	No report.	
PROGRAM UPDATES		
1. Associated Student Government: Henry Gardner	Stress-less week is the final event of the semester. Other activities include trivia night, meditation, and bingo all held via Zoom. Discussions are being held on structure of the role of the Student Trustee. Election committee and Chief Justice are drafting election dates for student government elections next semester.	No further report.
2. Continuing Education: Chrissy Gascon	Jim Kennedy reported that FTES is doing well and expects to exceed target. The Pilot will have an upcoming formal evaluation.	No further report.
3. Classified Advisory Group: Zina Edwards	No report.	
4. Student Services: Syed Rizvi	No report.	
5. Administrative Services: Arleen Satele	No report.	
6. Academic Affairs: Martin Stringer	Enrollment continues to be 10% down this semester. Enrollment has opened for intersession and spring semester 2021. As of today, SCC is 16% down in intersession and started targeted student emails. With Orange County in the purple tier SCC will be evaluating spring semester classes that were scheduled to be offered F2F and hybrid mode.	No further report.

