

**Santiago Canyon College - College Council**

**MINUTES**

**October 26, 2021**

**Administrators: Pamela Ralston, Arleen Satele, Martin Stringer, Jose Vargas, Chrissy Gascon, Jim Kennedy (absent)**

**Faculty: Craig Rutan, Phil Crabil, Rosa Salazar de la Torre, Darlene Diaz, Sara Gonzalez (absent), Michael Taylor,**

**Classified: Zina Edwards (absent), Sheryl Martin, Ana Garcia, Student: Elisabeth Neely (absent),**

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

<b>Facilities Team Guests</b>	<b>ACTION</b>	<b>DISCUSSION/COMMENTS</b>	<b>OUTCOME/FOLLOW UP</b>
1. 1:30 p.m. – 2:30 p.m. Facilities Team with Carri Matsumoto	Information	Ellen Alanis, Suniya Malhotra, and Carrie Matsumoto continued with the presentation of the Facilities Master Plan update and reviewed the input they have received from the SCC community. Ms. Malhotra reported the intent is to finish the plan by the end of the year and present it in the spring.	Today's facilities presentation will be sent to Esther Odegard for dissemination to council members.
<b>OLD BUSINESS</b>			
1. Approval of Minutes, 10-12-21	Approval	Discussion ensued for the interest of time committee written reports can be forwarded to Esther Odegard.	Motion to approve: Jose Vargas and Darlene Diaz
2. Reorg: Administrative Services: Arleen Satele	Final Reading	Arleen Satele reiterated the importance to implement the right sizing plan in Administrative Services.	Motion passed with a vote of 10 in favor. Rosa Salazar de la Torre abstained.
3. Time Sensitive Committee Updates, if necessary given time constraints	Information	Arleen Satele reported student vaccine incentive gift cards have started to be distributed.	No further report.
<b>NEW BUSINESS</b>			
1. Revision to Enrollment Management Committee Governance Handbook Description: Craig Rutan	Final Reading	Craig Rutan reminded the floor the process for editing the Collegial Governance Committee Handbook is a Final Reading. Minor changes to the EMC handbook included the incorporation of marketing efforts and adding the Director of Student Information Systems to its membership. President Ralston expressed interest to see Vice President's included in the membership. Darlene Diaz expressed reluctance due to faculty may feel inhibited to express themselves with a Vice President included. President Ralston mentioned shared governance committees should be a place to develop and refine culture where people feel safe and can speak for their groups freely. President Ralston supports committee	Motion for a Final Reading: Darlene Diaz and Phil Crabill Motion passed without dissent.

<p>2. Revision to Curriculum &amp; Instruction Council Governance Handbook Description: Craig Rutan</p>	<p>Final Reading</p>	<p>members attending Strategic Enrollment training when it is offered.</p> <p>Clarification on the mission statement and membership are needed.</p>	<p>Motion for Final Reading: Darlene Diaz and Ana Garcia Motion passed without dissent.</p>
<p><b>COMMITTEE AND COUNCIL UPDATES</b></p>			
<p>Committee and Council Updates Listed below are postponed for time consideration (see old business item 4—members encouraged to submit written report this month)</p> <ol style="list-style-type: none"> <li>1. Accreditation Update: Aaron Voelcker</li> <li>2. Educational Master Plan Committee: Aaron Voelcker</li> <li>3. Enrollment Management Committee/Curriculum and Instruction Council: Darlene Diaz</li> <li>4. Planning and Institutional Effectiveness: Craig Rutan</li> <li>5. Technology: Thurman Brown</li> <li>6. Budget/Facilities/Safety: Arleen Satele</li> <li>7. Student Success and Equity Committee: Jose Vargas</li> </ol>		<p>EMC is looking for an at-large faculty member. CIC approved class petitions for class capacity.</p>	<p>No further report.</p>

<b>PROGRAM UPDATES</b>		
<p>Program Updates Listed below Postponed for time consideration (see new business item 4—members encouraged to submit written report this month)</p> <ol style="list-style-type: none"> <li>1. Associated Student Government: Elisabeth Neely</li> <li>2. Continuing Education: Chrissy Gascon</li> <li>3. Classified Advisory Group: Zina Edwards</li> <li>4. Student Services: Jose Vargas</li> <li>5. Administrative Services: Arleen Satele</li> <li>6. Academic Affairs: Martin Stringer</li> <li>7. Academic Senate: Craig Rutan</li> <li>8. President: Pamela Ralston</li> </ol> <p>Next meeting will occur via Zoom: November 9, 2021</p>	<p>Martin Stringer reported enrollment is down about 12%. Craig Rutan reported Chancellor Martinez indicated enrollment is down across the state.</p> <p>Craig reported the Board of Trustees meeting at SCC was successful and a positive board meeting.</p> <p>President Ralston reported there was a meeting with Orange Unified School District (OUSD) in regards to space. SCC will continue with building OUSD partnership.</p>	<p>No further report.</p> <p>No further report.</p> <p>No further report.</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)

Equity Statement: Santiago Canyon College is proud to provide a safe and inclusive environment that promotes and establishes respect and dignity, identifies and eliminates barriers to learning, and creates and encourages equitable outcomes for all students. It is a college community enriched and strengthened by individuals with differing ideas, values, beliefs, experiences, and identities. (Approved by College Council, October 13, 2020)

