

Santiago Canyon College - College Council

MINUTES

September 14, 2021

Administrators: Pamela Ralston, Arleen Satele, Martin Stringer, Jose Vargas, Chrissy Gascon and Faculty: Craig Rutan, Phil Crabil, Rosa Salazar de la Torre (absent), Darlene Diaz, Rudy Frias, Sara Gonzalez, 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)

NEW BUSINESS	ACTION	DISCUSSION/COMMENTS	OUTCOME/FOLLOW UP
1. Approval of Minutes, 08-24-21	Approval		Motion to approve: Craig Rutan and Arleen Satele Abstentions: Rudy Frias
OLD BUSINESS			
1. COVID-19 Update: Arleen Satele	Information	Free COVID testing is available (7) days a week. Walk-in are accepted. Testing is open to all Orange County residents. Arleen will provide the email from Human Resources on uploading vaccination card. HEERF Funding is up to date and Administrative Services is working efficiently to process forms.	
2. Guided Pathways: Craig Rutan	Information	Expansion of success teams with the addition of a success team for the Real Estate program is underway. Review of software packages for early intervention. GP will meet with Professional Development to begin integration of GP with other professional development activities. Academic Senate will consider the creation of one-page map summary for all degrees and certificates. Review of the GP organization structure is forthcoming. Martin reported that he and GP facilitators, Joyce Wagner and Denise Foley met with President Pamela Ralston to review the GP budget.	
3. Geography and Education Departments Update: Martin Stringer	Information	Geography will be moved to Mathematics & Science Division and Pathways to Teach will be moved to Business and Career Education.	

<p>4. Future Budget Presentation: Pamela Ralston</p>	<p>Information</p>	<p>Vice Chancellor Business Services Iris Ingram requested to present a budget presentation during the last hour of the October 12, 2021 College Council meeting. It was decided to hold council meeting and budget presentation in H-106 to accommodate faculty or staff who may want to attend. College Council will run from 1:30 p.m. – 2:30 p.m. and VCBS Ingram’s presentation will run from 2:30 p.m. – 4:00 p.m.</p>	
<p>COMMITTEE AND COUNCIL UPDATES</p>			
<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: Darlene Diaz</p> <p>4. Planning and Institutional Effectiveness: Craig Rutan</p> <p>5. Technology: Thurman Brown</p>	<p>Working on the second response from the ISER team. The next ISER assignment is September 22, 2021.</p> <p>EMPC met on September 9, 2021. Reviewed charge and membership. There was a lengthy conversation on the upcoming semester. Open forums will be held in October and EMPC is drafting a message to bring proposed topics for consideration.</p> <p>September 15, 2021 is the first meeting. Developing enrollment management plan; the current EMP expires the end of the year. President Ralston reported SCC enrollment is down 15% from last year and indicated enrollment work needs to be done by everyone for the students and success of our college.</p> <p>Reviewing Authorization for to Apply for a Grant process is underway. At the first meeting reviewed mission and membership committee duties. Craig also provided a history of PIE.</p> <p>Sit and stand desks have arrived. Continuing Education laptops have arrived. The website is under production; web design should be completed by the end of the year. Hot spots purchase orders are being processed.</p>		

<p>6. Budget/Facilities/Safety: Arleen Satele</p> <p>7. Student Success and Equity Committee: Jose Vargas</p>	<p>The SCC website and where to find student resources was displayed along with the Emergency Relief webpage. Suggestions on minor website emergency relief improvements were made and implemented in real time. Hot spots are active for six months. PIE award letters will be distributed from last years resource allocation. Facilities Master Plan survey is underway and the deadline for all feedback is September 16, 2021.</p> <p>SS&E will meet on September 27, 2021.</p>	
PROGRAM UPDATES		
<p>1. Associated Student Government: Elisabeth Neely</p> <p>2. Continuing Education: Chrissy Gascon</p> <p>3. Classified Advisory Group: Zina Edwards</p> <p>4. Student Services: Jose Vargas</p> <p>5. Administrative Services: Arleen Satele</p> <p>6. Academic Affairs: Martin Stringer</p>	<p>No report.</p> <p>As of today, FTES is 501; an increase of 78 FTES from last year. Hyflex classes are making progress. An aggressive marketing campaign is underway. There has been an increase in Facebook followers. A joint Continuing Education mailer was sent out to 250,000 addresses on August 10, 2021.</p> <p>No report.</p> <p>Call centers are underway with phone calls to all students who carry under six units.</p> <p>No report.</p> <p>Position of Dean of Arts, Humanities, and Social Sciences is being flown. New instructional codes are being developed. Enrollment is down 15%; continue to strategize on ways to increase enrollment.</p>	

