

**Santiago Canyon College - College Council**

**MINUTES**

**May 24, 2022**

**Administrators: Pamela Ralston, Melba Castro , Marilyn Flores, Jim Kennedy (absent), Arleen Satele, Chrissy Gascon,**

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

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

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

<b>OLD BUSINESS</b>			
1. Approval of Minutes, 05-10-22	Approval		Motion to approve: Ana Garcia and Sheryl Martin Abstain: Rosa Salazar de la Torre Motion passed without dissent.
2. Educational Master Plan (EMP): Marilyn Flores	Second Reading	This document was shared with POE. No additional questions on having consulting help and aligning with the District for the development of their strategic plan, starting in the fall semester.	Passed without dissent.
3. 2022-2023 Strategic Goals: Pamela Ralston	Information	Strategic goals are as follows 1) Increase student access and achieve our enrollment targets, 2) Increase student retention and learning 3) Increase student completion and educational goal attainment.	No further report.
<b>NEW BUSINESS</b>			
1. Professional Development: Craig Rutan	Final Reading	The Professional Development calendar has been approved by the Academic Senate. Flexibility in the presentation mode for workshops was allowed for presenters to present in Zoom, hybrid, or in-person. Convocation and the Academic Senate Retreat will be in-person.	Motion to accept: Sara Gonzalez and Arleen Satele
2. Title V Grant: Melba Castro	First Reading	The Title V Grant is focused on supporting a strong start and strong finish and is in alignment with the strategic goals. Included in the grant is a focus on dual enrollment, career exploration and major selection. Creating Welcome Center in the first floor of the E-building. Grant application is due June 6, 2022.	Motion to begin discussion: Chrissy Gascon and Marilyn Flores Motion to suspend the rules and consider the item for adoption: Marilyn Flores and second by Chrissy Gascon  Roll Call Vote to Approve Motion: Rosa Salazar de la Torre - Yes Chrissy Gascon - Yes

<p>3. Academic Affairs Reorganization: Marilyn Flores</p>	<p>First Reading</p>	<p>Due to Supplementary Retirement Plan (SRP) I and SRP II including unfilled needs in the division Marilyn Flores brought forth reorganization that would be better in alignment with the needs of the college. Discussion ensued on the Institutional Effectiveness, Library and Learning Support Services division reclass of two positions. One position was the part-time Administrative Clerk changing to a needed full-time Admin. Clerk position. The DE Service Specialist to an Instructional Designer position was also discussed due to the grade difference from the current to the proposed position.</p>	<p>Melba Castro - Yes Craig Rutan - Yes Marilyn Flores - Yes Mike Taylor - Yes Zina Edwards - Yes Ana Garcia - Yes Arleen Satele - Yes Sara Gonzalez - Yes Sheryl Martin - Yes Elizabeth Neely - Yes Darlene Diaz - Yes No opposition to adopting Title V Grant proposal by Unanimous Consent</p> <p>Motion to begin discussion: Elisabeth Neely and Sara Gonzalez Motion for a substitute motion to waive the Second Reading and consider for adoption the Academic Affairs reorg proposal excluding the (2) positions in the Library Institutional Effectiveness Division Full-time clerk and Instructional Designer: Zina Edwards and Melba Castro</p> <p>Roll Call Vote to Approve Substitute Motion: Marilyn Flores – Yes Craig Rutan – Yes Arleen Satele – Yes Mike Taylor – Yes Zina Edwards – Yes Ana Garcia – Yes Melba Castro – Yes Chrissy Gascon – Yes Sheryl Martin – Yes Rosa Salazar de la Torre - Yes Sara Gonzalez - Yes Darlene Diaz - Yes</p>
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<p>4. Student Services Outreach Reorg: Melba Castro</p>	<p>First Reading</p>	<p>This reorg will move part-time positions to full-time in the Outreach department. Outreach is critical to the college as it helps with enrollment and dual enrollment. This reorg would bring more stability to the department and parity in the positions. Discussion of the job duties of this reorg ensued.</p>	<p>Elisabeth Neely - Yes</p> <p>Motion to begin discussion: Marilyn Flores and Zina Edwards Motion to suspend the rules by Zina Edwards and second by Marilyn Flores</p> <p>No opposition to suspend rules.</p> <p>Roll Call Vote to Approve Suspended Motion: Craig Rutan - Yes Marilyn Flores - Yes Mike Taylor - Yes Zina Edwards - Yes Melba Castro - Yes Chrissy Gascon - Yes Sheryl Martin - Yes Rosa Salazar de la Torre - Yes Ana Garcia - Yes Sara Gonzalez - Yes Elisabeth Neely - Yes Darlene Diaz – Yes</p> <p>Motion to adjourn the meeting: All in favor.</p>
<p><b>COMMITTEE AND COUNCIL UPDATES</b></p>			
<p>1. Accreditation Update: Aaron Voelcker</p>		<p>No report.</p>	<p>No further report.</p>
<p>2. Educational Master Plan Committee: Aaron Voelcker</p>		<p>No report.</p>	<p>No further report.</p>
<p>3. Enrollment Management Committee/Curriculum and Instruction Council: Darlene Diaz</p>		<p>No report.</p>	<p>No further report.</p>

4. Planning and Institutional Effectiveness: Craig Rutan	No report.	No further report.
5. Technology: Thurman Brown	No report.	No further report.
6. Budget/Facilities/Safety: Arleen Satele	No report.	No further report.
7. Student Success and Equity Committee: Melba Castro	No report.	No further report.
<b>PROGRAM UPDATES</b>		
1. Associated Student Government: Elisabeth Neely	No report.	No further report.
2. Continuing Education: Chrissy Gascon	No report.	No further report.
3. Classified Advisory Group: Zina Edwards	No report.	No further report.
4. Student Services: Melba Castro	No report.	No further report.
5. Administrative Services: Arleen Satele	No report.	No further report.
6. Academic Affairs: Marilyn Flores	No report.	No further report.
7. Academic Senate: Craig Rutan	No report.	No further report.
8. President: Pamela Ralston	No report.	No further report.
Next meeting will occur via Zoom: TBD June 14, 2022		

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)