

**Santiago Canyon College - College Council**

**MINUTES**

**October 13, 2015, 1:30 p.m., E-107**

**Administrators: John Hernandez, Aracely Mora, Arleen Satele, Jose Vargas, John Weispfenning**

**Faculty: Corinna Evett, Joe Geissler, Rosa Salazar de la Torre, Mary Mettler, Craig Rutan, Joyce Wagner, Melinda Womack (alt)**

**Classified: Zina Edwards, Sheryl Martin, Karen McCoy, Nadine Selby, Lupe Cervantes (alt)**

**Student: Kevin Pham Technology Curt Childress EMP Rep: Anne Hauscarriague**

**Guests: Ruth Babeshoff, Von Lawson**

**Approved 10/26/15**

NEW BUSINESS	ACTION	DISCUSSION/COMMENTS	OUTCOME/FOLLOW UP
1. Changes to Agenda		Request to move EMP Update following approval of minutes.	Approved
2. Approval of Minutes, 9-22-15	Approval		Motion to approve minutes as presented (Martin/Mettler) passed without dissent.
3. Educational Master Plan Committee: Anne Hauscarriague	Update	A. The EMPC is finished with DPRs. Moving to Part 2, revamping the formal document. B. Committee is discussing Recommendation 3 from the accreditation report. C. All should be in place by fall of 2016.	
4. Introduction	Information	The Council welcomed Lupe Cervantes, the new alternate member representing classified, and Von Lawson, dean of Business & Career Technical Education, attending for item #8.	
5. Noncredit Student Success and Support Program (SSSP) Plan: Jose Vargas	First Reading	A. The Noncredit SSSP Plan focuses on the core services of orientation, assessment, counseling, and follow up. The complete plan will be posted before the next meeting. B. The Noncredit allocation has increased by 62.8%, to a new total of \$902,525. C. With these additional resources, we would like to proceed with the hiring of a full-time counselor, additional part-time counselors, and a full-time graduation specialist.	
6. Credit Student Success and Support Program (SSSP) Plan: John Hernandez	First Reading	A. Ruth Babeshoff, dean of Counseling and Student Support Services, attended to present on this item. B. The Plan has been presented to the Student Success & Equity Committee, and for a first reading to the Academic Senate. C. The SSSP includes planning, orientation, assessment, counseling, expenditures, policies and professional development. Core areas include what adjustments can be	

<p>7. Reorganization Request – Applications Specialist III: Jose Vargas</p>	<p>First Reading</p>	<p>made, how many services are provided, and what percentage of the population does this serve. D. Current target population served is 68%, but we do not hinder students going forward without the orientation, which would result in the 100%.</p> <p>This position is needed to facilitate needed information technology infrastructure, equipment, databases, applications and processes to collect local data and report to the State. The position will serve as a liaison between RSCCD ITS Dept, RSCCD noncredit, and the Rancho Santiago Adult Ed Consortium. The position will make it possible to begin meeting the obligations for the consortium and work on the back log on the ITS project list for noncredit.</p>	
<p>8. Request for Authorization to Apply for Grant: Juvenile Justice Reentry Education: Opening Doors to College Through Career and Technical Education: Corinna Evett</p>	<p>Approval</p>	<p>Corinna introduced the subject for discussion. This item was approved with first and second reading by PIE.</p>	<p>Motion to approve request for authorization to apply for Juvenile Justice Reentry grant (Mora/Salazar de la Torre) passed without dissent.</p>
<p>9. Request for Authorization to Apply for Grant: Project Based Learning for Biotech Students at Collaborating Community Colleges: Corinna Evett</p>	<p>Approval</p>	<p>Corinna introduced the subject for discussion. This item was approved with first and second reading by PIE.</p>	<p>Motion to approve request for authorization to apply for Project Based Learning for Biotech Students at Collaborating Community Colleges grant (Mora/Womack) passed without dissent.</p>

<p>10. College Council Report Structure: Corinna Evett</p> <p>11. Governance Committee Evaluations: John Weispfenning</p>	<p>Discussion</p> <p>Action</p>	<p>Corinna initiated discussion of the current reporting structure of Program Updates: Comments:</p> <ul style="list-style-type: none"> <li>A. Reporting templates (possible 1 page summary).</li> <li>B. Written report, with discussion as needed.</li> <li>C. Avoid duplication of effort for those that already create frequent written activity reports.</li> <li>D. Send via e-mail to committee members for distribution with agendas.</li> <li>E. Limit updates to assigned time limit during meeting.</li> <li>F. Do we want updates? Are they key to core of College Council mission?</li> <li>G. Updates are helpful.</li> <li>H. Information is used to report to constituencies.</li> <li>I. Event highlights and announcements are appreciated (i.e., ASG)</li> <li>J. Prefer verbal report, with permission to use “no report” when appropriate.</li> <li>K. Assign specific time for guest presentations, with second limit on time for discussion.</li> </ul>	<p>Agreement among council members:</p> <ul style="list-style-type: none"> <li>A. Timed verbal reports for current Update list.</li> <li>B. Timed guest presentations, with timed discussion following.</li> <li>C. College and Academic Senate Presidents will review College Council description and bring back recommendations.</li> </ul> <p>Item will be discussed at future Council meeting.</p>
<b>OLD BUSINESS</b>			
<p>1. Accreditation Update: Aracely Mora</p> <p>2. Budget Update: John Weispfenning</p>	<p>Information</p> <p>Information</p>	<ul style="list-style-type: none"> <li>A. Aracely continues to send ACCJC materials to Council members for information.</li> <li>B. John Hernandez noted that Southern California colleges are not as eager to leave ACCJC as Northern California colleges.</li> <li>C. Current legislation is introducing use of outcomes-based accreditation measures.</li> </ul> <p>Nothing new. Chancellor did agree to cover the SCC ending deficit, resulting in a zero budget deficit for this year. The</p>	

3. Committee Reports: John Weispfenning	Discussion	college has been allocated \$38.1 million in the general fund. Received news that the District Council has approved a change to the allocation model to disallow carry-over budget from the district.  Duplication – removed from the agenda.	
<b>PROGRAM UPDATES</b>			
1. Associated Student Government: Kevin Pham  2. Planning and Institutional Effectiveness: Corinna Evett  3. Continuing Education: Jose Vargas  4. Classified Advisory Group: Zina Edwards  5. Technology: Curt Childress  6. Budget/Facilities/Safety/Admin Services: Arleen Satele	<p>A. ASG is planning to conduct a toy drive (unwrapped toy donation), ending with the Performing Arts Winter Showcase.</p> <p>B. Working on getting license to register voters in the ASG office.</p> <p>C. Hosting GOP Debate viewing.</p> <p>D. College department decorating contest on October 29.</p> <p>The two grants presented today were discussed at the last PIE meeting.</p> <p>No report.</p> <p>Brenda Hohnstein has accepted a position outside the district. Zina has volunteered to lead the next meeting on Tuesday, November 3.</p> <p>Joe Geissler asked about student emails being assigned in 2016, and the possibility of a student portal in the future. No confirmations at this time.</p> <p>Earthquake Drill is scheduled for 10:15 a.m. and 7:120 p.m., on 10/15.</p> <p>D-building Phase II has been funded. December 14-April will include second floor refresh, and new teacher stations and projectors. The chillers will be replaced during winter break.</p>		

<p>7. Curriculum and Instruction Committee: Joyce Wagner</p> <p>8. Academic Affairs: Aracely Mora</p> <p>9. Student Success and Equity Committee/Student Services/Foundation: John Hernandez</p> <p>10. Academic Senate: Corinna Evett</p> <p>11. President: John Weispenning</p> <ul style="list-style-type: none"> <li>• Meeting cancellation- Tuesday, January 12, 2016</li> </ul> <p>Next meeting: Tuesday, October 27, 1:30 p.m., E-107</p>	<p>U-buildings will get new roof sealing, December 14-January 3.</p> <p>No report.</p> <p>Pushing to increase late enrollment numbers through social media and public relations.</p> <p>Student Success is sending letters to students in gate keeper courses.</p> <p>A. Current discussions include safety (i.e., door egress, door window coverage).</p> <p>B. Leonor Aguilera and Mary Walker presented the Credit and Noncredit SSSP Plans, respectively.</p> <p>C. Thanks to Michael DeCarbo, Christine Umali Kopp and Denise Bailey for developing recommendations for the 2016-17 instructional calendar.</p> <p>D. Completed faculty hire ranking list.</p> <p>E. Invitation for everyone to attend the Speaker’s Symposium: October 27, Mark Lowry, OC Food Bank November 2, 11-12, Schmitt College of Science &amp; Tech</p> <p>A. At Monday’s Board meeting, the agreement with Bellevue University was ratified. Bellevue is a private, non-profit, accredited university with a substantial on-line program. An outreach office will be located on the SCC campus.</p> <p>B. The College Council meeting on January 12, has been cancelled. If there are no agenda items for the January 26 meeting, it will also be cancelled.</p>	
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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 accessible, transferable, and engaging education to a diverse community. (Approved by RSCCD Board of Trustees, 9-23-13)