

**Santiago Canyon College - College Council**  
**AGENDA – August 13, 2013, 2:00 p.m., E-107**

**Administrators: John Hernandez, Aracely Mora, Steve Kawa, Jose Vargas, Juan Vázquez**

**Faculty: Corinna Evett (absent), Michael DeCarbo (absent), Joe Geissler, Rudy Frias (absent), Craig Nance (absent),  
 Craig Rutan (absent), Nooshan Shekarabi (absent), Rick Adams (alt) (absent)**

**Classified: Diane Durdella, Zina Edwards, Sheryl Martin, vacant, Cecilia Diaz (absent-alt)**

**Student: Yuh Hwan (Jimmy Ko) Technology: Curt Childress EMP Rep: vacant Communication: Martin Stringer**

**Approved 9/10/13**

NEW BUSINESS	ACTION	DISCUSSION/COMMENTS	OUTCOME/FOLLOW UP
1. Approval of Minutes, 7-9-13	Approval	There were no changes to the minutes.	Motion to approve the minutes of 7-9-13 was made by Joe Geissler and seconded by Diane Durdella, and unanimously approved.
2. Reorganization Request: Development Coordinator, Foundation: John Hernandez	Second Reading	<p>John Hernandez presented the second reading of a request for a reorganization of the Foundation to add the new position of Foundation Development Coordinator. He has asked for a re-consideration of the Hay Group’s placement of the position as a grade 13 on the CSEA scale, based on a review of salary placement of this position at other institutions.</p> <p>Sheryl Martin asked if the position would be flown in-house only. John replied that because it was a new position, it would be fully advertised.</p>	Motion to recommend the re-organization to be moved forward was made by Sheryl Martin and seconded by Zina Edwards, and unanimously approved.
3. Reorganization Request: 19 hour Student Services Specialist (2), Student Development-Upward Bound Math & Science Grant: John Hernandez	First Reading	John presented the first reading of a request to hire two 19-hour, on-going Student Services Specialists included in the Upward Bound grant funding, which is currently in the second year of funding, and requested waiving the 2 <sup>nd</sup> reading.	Motion to approve the two 19-hour, on-going positions and to waive a 2 <sup>nd</sup> reading was made by Zina Edwards and seconded by Sheryl Martin, and was unanimously approved.
4. Accreditation Committee: Aracely Mora	First Reading	Aracely asked to table the discussion regarding the composition of the Accreditation Steering Committee to the next meeting.	
OLD BUSINESS			
1. Accreditation Update: Aracely Mora	Information	<p>Corinna reported that the Accreditation Committee has a year-round meeting schedule and met this summer to plan:</p> <ul style="list-style-type: none"> <li>• Timeline</li> <li>• Deliverables</li> <li>• Convocation</li> <li>• Flex in-service</li> <li>• Create a college survey</li> </ul>	

<p>2. Budget Update: Juan Vázquez</p>	<p>Information</p>	<p>John Hanna is the Board designee who will serve on Standard 4 and John Didion will be the District Liaison between the Committee and the Chancellor.</p> <p>Joe Geissler asked about student representation. Corine is working with Jimmy Ko, ASG President, to place student representatives on the Standard committees.</p> <p>John Hernandez, Morrie Barembaum, Lynn Manzano and Juan Vazquez will work with SAC to develop an outline of questions for the Board. Standard 4A deals with college governance and 4B with the Board.</p> <p>Juan reported that \$800,000 in new money will be coming into the District.</p> <p>Steve Kawa will be asking for a withdrawal of \$1.5 million from the Stabilization Fund: \$1.0 million for our instructional program, and \$500,000 for 2 janitors, 1 Financial Aid or Veterans staff, Distance Education Coordinator, and replacement for Jim Kennedy</p> <p>The FTES target for 2013-2014 is 28,780;  29.2% SCC 8,404  70.8% SAC 20,376</p> <p>SCC produced 8,251.60 FTES for 2012/2013; a difference of + 150 FTES for 2013/2014.</p> <p>Juan noted that due to impacted classes, with waitlists, some students will go to other colleges; we want to serve as many students as we can and not lose them to other colleges.</p> <p>Jose Vargas asked if the waitlists would be used to determine which classes to add. Corinna replied that the goal was to keep programs whole.</p>	<p>Juan asked Council members to skim the Mid-Term Report.</p>
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PROGRAM UPDATES			
1. Associated Student Government: Jimmy Ko	<ul style="list-style-type: none"> <li>A. ASG has not met, but Jimmy Ko has been working on:               <ul style="list-style-type: none"> <li>o Alumni connection</li> <li>o Outreach</li> <li>o On-line voting</li> </ul> </li> <li>B. There will be an ASG orientation on Tuesday and Thursday of Flex Week.</li> <li>C. Jimmy reported that two of the three regional representatives to the Student Senate for CCC are SCC students.</li> </ul>		
2. Communication: Martin Stringer	<ul style="list-style-type: none"> <li>A. Martin reported there will be a story about the fall semester and new classes in the <i>Orange News</i> section of the <i>OC Register</i>, which is free advertisement.</li> <li>B. Martin requested that Council members let him know about any story ideas they may have for good press exposure.</li> </ul>		
3. Educational Master Plan Committee: TBD	No report		
4. Continuing Education: Jose Vargas	<p>Jose Vargas reported that:</p> <ul style="list-style-type: none"> <li>A. Noncredit is currently authorized to offer courses in 10 different instructional areas for apportionment.</li> <li>B. SB 173 will eliminate four areas: Older adult education, Parenting classes, Health &amp; Safety (Jails/Senior Centers), and Home Economics.</li> <li>C. FTES: From Spring '12 to Spring '13, there was a 15% loss due to the move. Summer 2012 and summer 2013 were the same.</li> <li>D. It may be two years before the Batavia site will be available so Jose will be requesting the rest of the 2<sup>nd</sup> floor at the Chapman site. Publications and the Warehouse have not been moved.</li> </ul>		
5. Classified Advisory Group: Zina Edwards	Zina Edwards and Diane Durdella will be stepping down from Hawks leadership. Brenda Hohnstein and Erica Jaimes will be		

<p>6. Technology: Curt Childress</p>	<p>taking the leadership roles.</p> <p>Aracely Mora shared that the first step for accreditation teams is the college's website. She recommended that the Technology Committee communicate in an on-going basis throughout the campus.</p>	<p>Juan will include updates to the website in the weekly newsletter.</p> <p>Curt Childress asked that the transfer to the new webpage prior to accreditation be placed on the next College Council agenda.</p> <p>Amy Styffe will be asked to send updates from the Technology Committee to Lynn Manzano and Juan Vazquez.</p> <p>The Accreditation Committee will be asked to summarize accreditation updates and provide them to Lynn and to Juan.</p>
<p>7. Budget/Facilities/Safety/Admin Services: Steve Kawa</p>	<p>Steve Kawa reported:</p> <ul style="list-style-type: none"> <li>A. He has not seen the Commissioning Report on the design flaws for the Gym and Humanities Building.</li> <li>B. Administrative Services is short-handed; Victor is gone and Irma is on disability for another 5-6 weeks.</li> <li>C. Two parking lots will be re-surfaced and striped.</li> <li>D. Monday, August 19, the D building roof removal will begin; the roof installation will begin on August 26.</li> </ul>	
<p>8. Curriculum and Instruction Committee: Craig Rutan</p>	<p>No report</p>	
<p>9. Academic Affairs: Aracely Mora</p>	<p>Aracely reported:</p> <ul style="list-style-type: none"> <li>A. SCC is fully staffed with Deans for the first time since 2007, with the addition of Martin Stringer as the permanent Math &amp; Sciences Dean, and Marilyn Flores as the Dean of Arts,</li> </ul>	<p>Zina and Diane asked for the list of classes with enrollment of under 20.</p>

<p>10. Student Success Committee/Student Services/ Foundation: John Hernandez</p> <p>11. Academic Senate: Corinna Evett</p> <p>12. President: Juan Vázquez</p> <p><b>Next meeting: Tuesday, September 10, 2:00 p.m., E-107</b></p>	<p>Humanities &amp; Social Sciences/Library. Math hired Vanessa Jones.</p> <p>B. We met the 2012-2013 FTES target. Fall is flat and as of today we are 300 FTES below target.</p> <p>C. The deans are working on: accommodating student demands, Integrity of programs, keeping pathways open, fiscal reality.</p> <p>D. SCC's goal for AA/T and AS/T degrees was met with 15 degrees; 5 of the 112 colleges achieved their goal.</p> <p>John reported:</p> <p>A. There will be a half-day Leader's Retreat on SLO's with Aaron and Rudy.</p> <p>B. A new International Student Coordinator was hired and is located in U-105-4.</p> <p>C. Upward Bound just completed a six week program.</p> <p>D. Discover SCC begins Flex Week.</p> <p>No report</p> <p>No report</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, act, communicate and think critically. We are committed to maintaining standards of excellence and providing an accessible, a transferable, and an engaging education to a diverse community. (Approved by College Council 4/12/11)