

Santiago Canyon College - College Council (Planning and Budget Allocation)

MINUTES – June 28, 2011, 2:00 p.m., E-107

Administrators: John Hernandez, Aracely Mora, Steve Kawa (absent), Jose Vargas (absent), Juan Vázquez

**Faculty: Morrie Barembaum, Corinna Evett, Joe Geissler (absent), Craig Rutan, Rosa Salazar de la Torre,
Craig Nance (absent), John Smith (absent), Rick Adams (alt)**

Classified: Diane Durdella, Zina Edwards (absent), Sheryl Martin, Janell McWilliam, Cecilia Diaz (alt)

Student: Kevin Dilger Technology, Curt Childress (absent) EMP Rep: Jim Isbell (absent) Communication: John Weispenning (absent)

Approved 7/26/11

NEW BUSINESS	ACTION	DISCUSSION/COMMENTS	OUTCOME/FOLLOW UP
1. Approval of Minutes, 5/24/11	Approval		Motion to approve minutes as written (Barembaum/Martin) passed unanimously.
2. Reorganization Request – Financial Aid: John Hernandez	First Reading	This is a college-initiated reorganization request. Currently, approximately 60 SCC veteran students are assisted at the SAC Veterans Center. It is time for SCC to establish an independent Veterans Program. Considering the current budget and number of veteran students at SCC, it is not feasible to create a new position solely dedicated to veteran services. Instead, the reorganization proposes to combine veteran certification responsibilities with other Financial Aid duties. Funding cannot be solely from BFAP dollars. Proposal to fund by waiving the matching funds for student work study. The coordinator position would be filled with an internal search only; there will be no layoff.	Motion to suspend the rules and waive the second reading, and move ahead with this reorganization (Rutan/ McWilliam). Motion passed unanimously.
3. Reorganization Request – Math and Sciences: Aracely Mora	First Reading	<p>Aracely explained that after submitting a personnel requisition to replace the Math and Science division Administrative Secretary position vacated in May, the requisition was denied. In addition to the denial, the college was directed by Chancellor’s Council to downgrade the position to an Administrative Clerk. Prior to the time SCC was denied this position, SAC was denied a request to reorganize four Admin Clerk positions to Admin Secretaries, in the division offices.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • The job descriptions for both the Admin Clerk and Admin Secretary are in great need of updating to reflect current responsibilities. • This downgrade opens the position to a possible grievance due to the current responsibilities of the position and the two grade levels in the same office (the Admin Clerk job description does not eliminate any current responsibilities). • The proposed budget model calls for the colleges to be in 	<p>Motion to suspend second reading and to vote on reorganization (Barembaum/ Salazar de la Torre) passed unanimously.</p> <p>Motion to approve the reorganization as presented (Mora/Barembaum) was opposed unanimously.</p>

<p>4. Collegial Governance Framework Update: Juan Vázquez</p>	<p>Discussion</p>	<p>charge of their budgets, including positions. This defeats that goal. Where in our planning document does it say the district has this authority? This could be an accreditation issue.</p> <ul style="list-style-type: none"> • To deny SCC’s request and SAC’s request is “apples and oranges.” This creates unequal working conditions, and this will be the only division at the college with an Admin Clerk. This violates past practices. The division is being asked to do more (Title V, grants, etc) and now the division assistance is downgraded. • Possible solution is to change division clerical staff to Division Secretaries instead of Administrative Secretaries. This would clarify the duties more specifically. • The CSEA union does not support this downgrade. They will not support eliminating the position. • The effect on service to students will be significant. <p>Juan announced the CSEA appointments for the SCC Budget Committee: Jagruti Patel, Raul Gonzalez, and Patricia Hall. A first draft of changes to the SCC Collegial Governance Framework was distributed for discussion.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • Student Learning Outcomes and EAR need to remain under the Academic Senate. • Academic Senate will resume spring 2011 discussions regarding the framework in the fall. • Need to review the framework, including categories, arrows, and connection points. 	<p>Motion to accept the Budget Committee into the SCC governance framework with the understanding that the Council will continue to modify the framework chart to reflect the actual responsibilities of groups that oversee certain areas and committees (Adams/ Salazar de la Torre). Motion passed unanimously. Sub-group to review the framework: Corinna Evett, Craig Rutan, Zina Edwards, Colton Long, and Steve Kawa.</p>
<p>OLD BUSINESS</p>			
<p>1. Budget Update: Juan Vázquez</p>	<p>Information</p>	<p>Juan presented Steve’s budget report for May 31, 2011. Noted that the tentative budget for 2011-2012 is \$1 million less than last year.</p>	
<p>2. Accreditation: Aracely Mora</p>	<p>Information</p>	<p>Aracely and John Weispfenning met with Bonnie Jaros, SAC representative, to work on joint recommendations.</p>	
<p>PROGRAM UPDATES</p>			
<p>1. Associated Student Government: Kevin</p>		<p>No report.</p>	

<p>Dilger</p> <p>2. Communication: John Weispfenning</p> <p>3. Educational Master Plan Committee: Jim Isbell</p> <p>4. Continuing Education: Jose Vargas</p> <p>5. Classified Advisory Group: Zina Edwards</p> <p>6. Technology: Curt Childress</p> <p>7. Budget/Facilities/Safety/Admin Services: Steve Kawa</p> <p>8. Curriculum and Instruction Committee: Craig Rutan</p> <p>9. Academic Affairs: Aracely Mora</p> <p>10. Student Success Committee/Student Services/Foundation: John Hernandez</p> <p>11. Academic Senate: Morrie Barembaum</p> <p>12. President: Juan Vázquez</p> <ul style="list-style-type: none"> • Next meeting: Tuesday, July 26, 2:00 p.m., E-107 	<p>No report.</p> <p>No report.</p> <p>ASG and the STARS program were honored as recipients of CASAS awards, including faculty members Eden Quimzon, Rudy Frias and Rosa Salazar de la Torre.</p> <p>No report.</p> <p>No report.</p> <p>No report</p> <p>The 2011-12 catalog and addendum (transfer degrees) are published and available. The addendum is an insert to the catalog.</p> <p>Summer is going well. Enrollments are strong. Only 6 sections have been cancelled in summer. Running 574 FTES this year, compared to 534 last summer.</p> <p>Student Services program leaders held a retreat last Friday. One goal was to finalize the template for program review, 2009-2012.</p> <p>Michael DeCarbo and Corinna Evett attended the Academic Senate Leadership Conference in Berkeley.</p> <p>No additional report.</p>	
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