

SAC COLLEGE COUNCIL MINUTES
September 24, 2014 Online via CCCConfer

PRESENT: Erlinda Martinez
Michael Collins
James Kennedy
Sara Lundquist
Bonita Jaros
Cher Carrera
John Zarske
Madeline Grant
Pam Hernandez
Raquel Manriquez

ABSENT: Maria Taylor

LIAISON: Ray Stowell

I. Call to Order

Dr. Martinez called the meeting to order at 9:02 a.m.

II. APPROVAL OF MINUTES – September 10, 2014

The minutes of the September 10, 2014 meeting were presented and approved with a correction submitted by Dr. Jaros regarding the Accreditation Pre-Visit (item 2) on page 1 with the last two sentences to read: *There was follow-up discussion related to suspension of the Institutional Effectiveness and Assessment Committee. To address accreditation recommendations, the Accreditation Committee will reconvene in the spring to respond to the Commission's recommendations after the External Evaluation Site Visit.*

III. SPECIAL/NEW ITEMS

1. Board Update

Dr. Martinez briefly reported on the actions of the September 22 Board Meeting congratulating Madeline Grant who has been appointed the Interim Dean of Business Division. Mr. Zarske briefly discussed the agreement with RSmart, a program that assists with mobile apps.

2. Accreditation

Dr. Martinez announced the visit is in two weeks. Dr. Jaros has been working on a draft documenting actionable items and it was sent to college council members via email. It will also be shared with management council. In addition, Dr. Jaros has prepared an addendum of significant changes since the printing of the SAC report. This document will be available on the accreditation webpage. Dr. Jaros noted that the improvement plans have made headway; making an extraction of all internal plans with leads for doing status report two times a year. The Accreditation Committee will meet in the spring once the report has been received to develop a plan for moving forward.

3. Professional Development

Dr. Martinez noted that some may have seen the email announcement about a faculty development coordinator position available. When asked if any interest, Dr. Martinez noted one verbal and one email had been received. Dr. Martinez noted she would discuss it further with Mr. Zarske directly. Teresa Mercado-Cota is working on classified professional development which is to be rolled out in the spring. Progress continues to be made for both classified and faculty in professional development.

IV. STANDING/CONTINUING BUSINESS

SAC Safety Report

Interim Lt. Ray Stowell reported on the incidents that occurred at SAC and CEC for the period September 7 through September 13, 2014. There was a brief discussion about individuals seeking voter registrations need to follow and complete permit process for being on campus. There was also a discussion about the need for privacy of individuals when reporting on domestic violence matters.

Campus Safety/Emergency Preparedness

When asked about a fire drill or emergency at the Village, Ray Stowell explained that a fire "pull" had been initiated uncovering a panel issue. The issue has been resolved. Dr. Martinez suggested a paragraph be added to the incident report to explain that issue. When asked about cameras to be added to parking lots, Lt. Stowell noted that District staff is working on the matter. Dr. Collins explained that a second wave of cameras is being planned for installation.

Faculty Senate Report

Mr. Zarske inquired about the status of student evaluations and confirmed that the old "scan-tron" system is to be used. A discussion followed about addressing evaluations for distance education courses. Mr. Kennedy explained that an online version is an option, but it has an incredibly low response rate.

Mr. Zarske reported that the Faculty Priorities Committee will meet on October 24 and he will be sending out information for faculty and department chairs to fill out faculty requests. Also, Monica Porter in consultation with the Chancellor Office and SCC has had a discussion regarding the hours and number of units matter. He also noted the newest edition of the Senate Rostrum was available, the discussion on offering BA degrees at the community college level continues, and a new senate secretary/treasurer has been appointed – Louise Janus to replace Madeline Grant. The senate is also trying to fill the vacancy created on college council by the appointment of Madeline Grant to the Interim Dean of Business position. When asked if any more ADT's would be coming, Mr. Zarske confirmed that SAC is at 100%, but was aware of at least two that were outstanding (Anthropology and Physics) for CID of which Dr. Jaros confirmed has not been sent to the ACCJC yet.

Classified Report

While Pam Hernandez noted there was no report for classified employees, Maria Taylor was attending the Chancellor's Open Forum this morning.

ASG Report

ASG President Manriquez provided a brief report on student activities.

SAC Foundation Report

Dr. Martinez confirmed the President's Circle event was very successful with over 100 members present.

Enrollment Update

Currently SAC is reporting approximately 80 FTE more in comparison to last fall.

Calendar of Events

Dr. Martinez reminded everyone of the Chancellor's Open Forums today at 9:00 a.m. and 4:00 p.m. and also the upcoming accreditation visit October 6-9. SAC will host the RSCCD Board of Trustees for their regular meeting on October 13 and will recognize Sims Welding Supplies and Sheet Metal Workers Union that have been wonderful partners with SAC and the welding program. ASG will host a pre-board meeting reception at 4:00 p.m. and Dr. Martinez will yield a portion of her report to PTK to provide a briefing.

V. SHARED GOVERNANCE REPORTS

Curriculum and Instruction Council – No report

Facility Committee – No report

Planning and Budget Committee – No report

Student Success Committee – No report

VI. OTHER BUSINESS1. Reorganization

- Student Services Specialist to Student Program Specialist (Advancement office) – Dr. Martinez explained the position is vacant and this is an attempt to streamline it. It is the same amount of money and still come from restricted funds.
- Part-Time Alternative Media Specialist (19 hr/10 mo) in DSPPS – Currently SAC does not have this position and it is an attempt to add it to the capabilities and services provided to DSPPS students. A correction was made that categorical fund would be used to support the position.

There were no comments or concerns regarding these reorganizations, therefore they will be sent forward to HR for processing.

2. Motivational Quotes

A list of motivational quotes that received multiple votes was provided for further consideration and review, as well as, a directive from Dr. Martinez to select a favorite JFK quote (1, 2, or 3).

VII. ADJOURNMENT

The next meeting is scheduled to meet in person on October 8 at 9:00 a.m. in F-126 due to the accreditation visiting team using S-215. This meeting adjourned at 9:45 a.m.