



COLLEGE COUNCIL MINUTES

Wednesday, October 11, 2023, 9:00-11:00 a.m., via Zoom

Voting Members Present:

Annebelle Nery	Sarah Salas	Monica Zarske
Vaniethia Hubbard	Larisa Sergeyeva	Kristi Blackburn (Alternate)
Bart Hoffman	Claire Coyne	Lithia Williams
Jim Kennedy	Anaely Guadarrama	
Jeff Lamb	Steve Bautista	

Liaisons & Guests Present:

Lori Bennett (CBT Guest)	Christina Romero	Yuri Betancourt	Dalilah Davaloz
Brenda Estrada	Shannon Kaveney	Daniel Martinez	Bill Reardon
Leisa Schumacher	Greg Toya	Jaki King	Janet Cruz-Teposte
Ernie Gomez	Matt Valerius	Refugio Rodriguez	Ivonne Pittman
Merari Weber	Lorena Chavez	Armando Soto	Gilberto Cardenas
Tim Winchell	Tina Newton	Kelvin Leeds	Sara Butler
Nicolle Clark	Jennifer Valencia	Maria Briseno	Yoi Tanaka
Julian Camacho			

1.0 Procedural Matters

- 1.1 Call to Order: Annebelle Nery called the meeting to order at 9:02 a.m.
- 1.2 Approval of Additions or Corrections to Agenda: Monica Zarske motioned to approve the October 11, 2023 agenda, which was seconded by Bart Hoffman and approved with 8 yes votes and no abstentions or oppositions.
- 1.3 Approval of Minutes – Regular meetings of September 13 and September 27, 2023: A motion by consensus was passed to postpone the September 13, 2023 minutes to the October 25, 2023 agenda. Bart Hoffman motioned to approve the September 27, 2023 minutes, which was seconded by Sarah Salas and approved with 6 yes votes and no abstentions or oppositions.

Following these motions, Annebelle Nery summarized the new rule of order for approval of action items and noted the upcoming Planning Summit. Moving forward, a motion will be made to approve each action item by consensus and, if needed, a motion will be made to amend the action to be revised to reflect a 1st Read versus a vote.

1.4 Action Items:

- Request for Reorganization (8):
 - CEWD Student Services Coordinator (K-16 Grant Funded): Bart Hoffman motioned to approve the presented reorg, which was seconded by Sarah Salas and approved with 6 yes votes and no abstentions or oppositions. A recommendation was made to clarify the roles in the description.
 - STEM Coordinator (Reporting Change Only): Jim Kennedy motioned to approve the presented reorg, which was seconded by Lithia Williams. Following the motions to approve, concerns were shared regarding: 1) lack of communication with faculty and 2) shift in area of focus (Engineering to STEM). A recommendation was made by Bart Hoffman to amend the action from approval to 1st Read, which was seconded by Claire Coyne and approved with 7 yes votes and no abstentions or oppositions. The motion passed amending the item to a 1st Read with 5 yes votes and no abstentions or oppositions. The item will be planned as a 2nd Read on the October 25, 2023 agenda.

- A&R Specialist I (2 positions): Bart Hoffman motioned to approve the presented reorg, which was seconded by Larisa Sergeyeva and approved with 6 yes votes, 1 abstention (Clarie Coyne) and no opposition.
- SAC-Budget Office: Jim Kennedy motioned to approve the presented reorg, which was seconded by Anaely Guadarrama and approved by a majority 6 yes votes, 3 abstentions (Claire Coyne, Steve Bautista and Monica Zarske) and no opposition.
- SAC-M&O: Claire Coyne motioned to approve the presented reorg, which was seconded by Sara Salas and passed by consensus with 7 yes votes and no abstentions or opposition.
- Health & Wellness Director: Claire Coyne motioned to approve the presented reorg, which was seconded by Steve Bautista and passed by consensus with 7 yes votes and no abstentions or opposition.
- International Student Program (Reporting Change Only): Larisa Sergeyeva motioned to approve the presented reorg, which was seconded by Anaely Guadarrama and passed by consensus with 6 yes votes and no abstentions or opposition.
- Quick Copy (Reporting Change to DO Educational Services): Monica Zarske motioned to approve the presented reorg, which was seconded by Bart Hoffman and passed by consensus with 7 yes votes and no abstentions or opposition.
- AR/BP Review – All items 2nd Review: Claire Coyne motioned to approve the 2nd Review of the referenced AR and BP items, which was seconded by Bart Hoffman and supported with 6 yes votes. Motion approved as stands. Future BP/AR agenda items will be moved to the 2.0 Informational Item section of the agenda.
 - AR_4100_Graduation_Requirements_for_Degrees_and_Certificates_v1 (**no changes**)
 - AR_4105_Distance Education
 - AR_4230_Grading_Academic_Record_Symbols
 - AR_4235_Credit_for_Prior_Learning
 - AR_4236_Advanced_Placement_Credit
 - BP_4100_Graduation_Requirements_for_Degrees_and_Certificates
 - BP_4230_Grading
 - BP_4235_Credit_for_Prior_Learning

2.0 Informational Items

2.1 President Report: Anabelle Nery noted no SAC President's Report is planned for the October 23rd Board meeting, but the next President's Report will be distributed following the November 13th Board meeting. As part of the campus planning efforts, Administrative Services will provide the following details:

- Permanent General Funds for Faculty Positions
- Planning & Budget will look at the 50% of SAC and DO
- Review of Faculty Obligation Number (FON) & recent retirements
- Provide a recommendation of many people & faculty positions are needed
- \$7M to SAC (\$4M in SRP and \$3M in ongoing)
- July 1, 2024 – additional \$4M to be received
- General Fund for 2023-2024 fiscal year

Following the above, Anabelle Nery noted next steps are:

- IE&A work with Academic Senate on Faculty Prioritization and report to College Council
- IE&A report to Planning & Budget
- Planning & Budget report to College Council, evaluate process
- IE&A report to College Council, President will advise if agreement with recommendation and if not, why.
- IE&A prepares 1st and 2nd Reads
- SEAP looks at EEO Plan, along with Disaggregate and Disproportion Impact
- Planning & Budget to determine ongoing funding needed for permanent positions
- Determine needed Lottery Funds for both Instructional and Non-Instructional
- Consolidate Classified and Faculty requests from RAR process
- Determine Fund 13 needed for Facilities

After summarizing the above steps, the following recommendations were presented:

- Anabelle Nery to present more detail-AB1725

- All decisions are vetted through Participatory Governance committees to minimize any surprises
- Working committees present their details to College Council and make a formal recommendation
- All of the above topics will be part of the October 13th Planning Summit to access and evaluate
- Integrated Planning process should be transparent and explain recommendations to assist with building trust, moral and transparency.

Anabelle Nery concluded the above discussions noting the importance of documenting the process of our work and outcomes, as well as creating a multiple way approach.

- 2.2 District Office Portfolios-Planning Meeting, College Council Voting Member Poll Results: Anabelle Nery provided a summarized overview of the planned overview of these portfolios by College Council at a future planned meeting. A poll will be distributed to determine if a regularly scheduled meeting or alternative date and time will be dedicated to these efforts. The results of the planning meeting will be brought back to College Council for discussion.
- 2.3 Educational Master Plan Kick-Off Meetings (Presentation by Collaborative Brain Trust): Anabelle Nery introduced Dr. Lori Bennett of Collaborative Brain Trust, who is the consultant (hired by RSCCD) that will be working with SAC on updating its Education Master Plan. Dr. Bennett provided an overview of her background and experience and noted 1) the current Education Master plan spans 2021-2024; 2) SAC has a reputation of a strong planning college; 3) both internal and external data points and constituency voices will be represented and 4) quantitative data will be a key component. An Education Master Plan Workgroup will be comprised, and Jeff Lamb will report back to College Council on the members. All are welcome to participate if interested. Listening Sessions will begin in November as part of the kick-off planning efforts.

3.0 Reporting Committees

- 3.1 Academic Senate: Claire Coyne reported on the upcoming October 13th Faculty Prioritization meeting, October 20th Ranking, October 24th meeting to affirm the faculty positions, Math department resolution and proctoring network.
- 3.2 Facilities & Safety Committee: Bart Hoffman had no report at this time.
- 3.3 Institutional Effectiveness & Assessment (IE&A) Committee: Jeff Lamb reported on the October 4th meeting, which included the topics of 1) the Committee's goals; 2) need for broader College goal setting and evaluation timelines; 3) upcoming October 13th Planning Summit and 4) Outcomes & Assessment Job Description, which will be reviewed by Curriculum & Instruction Council, and opportunity.
- 3.4 Planning and Budget Committee: Bart Hoffman reported on the October 3rd meeting, which included a review of the District Planning Guide.
- 3.5 Professional Development Committee: Anabelle Nery reported on 1) forthcoming survey that will capture the highest degree earned by Classified staff; 2) future manager shadowing opportunities and 3) short-term based interim management assignments for the Classified to Management leadership program. She concluded her report noting the Faculty and Classified Speaker series will begin soon and Faculty Prioritization process as well.
- 3.6 Student Equity and Achievement Program Committee (SEAP): Jeff Lamb reported on 1) SEAP's review of the Guided Pathway Work Plan; 2) AB943; 3) Leading from the Middle and 4) overview of hiring process of faculty.
- 3.7 Santa Ana College Technology Advisory Committee (SAC TAC): No report provided on behalf of John Steffens.
- 3.8 Enrollment Management Committee (EMC): Jeff Lamb provided a report on 1) the potential hires; 2) FTES versus FTEF and 3) updating and evaluating the current Enrollment Management Plan and goals, as part of the Education Master Plan revision efforts.

4.0 Oral Reports

- 4.1 ASG: Anaely Guadarrama reported on the first week of October activities, which included Latinx Monday, Coming Out Day, student LGBTQ training, V.P. Townhall and October 31st pumpkin carving contest from 11:00 a.m. to 1:00 p.m. and includes a costume contest.
- 4.2 Classified: Sarah Salas had no report to provide, but thanked everyone for their support of needed Classified positions.
- 4.3 Cabinet:

Student Services: Vaniethia Hubbard reported Transfer Tuesday activities and invited all to join in and concluded her report highlighting Undocumented Student Action Week October 16th – 20th.

Academic Affairs: Jeff Lamb reported on the increase with student headcount and class sections, announcement of OER Faculty Coordinator opportunity, partnership with Curriculum & Instruction Council on the catalog, program mapping and culturally responsible curriculum.

Continuing Education: Jim Kennedy reported on the increase in student headcount and FTES, Curriculum & Instruction Council meeting at Continuing Education (CEC) and concluded his report noting an Academic Senate meeting will be hosted at CEC as well.

Administrative Services: Bart Hoffman had no report at this time.

4.4 Public Information Office: Dalilah Davaloz reported on the October 17th Watch Party Premier and noted an email will be sent to the campus post event with a highlight video of the full event.

4.5 Other: None provided.

5.0 Next Meeting and Adjournment

5.1 October 25, 2023 9:00-11:00 a.m. via Zoom

5.2 Annebelle Nery adjourned the meeting at 11:01 a.m.