

COLLEGE COUNCIL MINUTES

Wednesday, February 26, 2025, 9:00-11:00 a.m., via Zoom

https://rsccd-edu.zoom.us/j/81208270132?pwd=vJ0zaF9mMjuvoDKX3JIgNjt7LSg45o.1

Meeting ID: 812 0827 0132 / +1 669 444 9171 US

College Council Voting Members Present:

Annebelle Nery Sarah Salas Jennefer Boulagjame
Mark DeAsis (for Vaniethia Hubbard) Sean Small (for Lithia Williams) Jackie Nunez
Bart Hoffman Claire Coyne Jennifer De La Rosa
Jim Kennedy Susan Hoang Kristi Blackburn
Jeff Lamb Steve Bautista

Liaisons & Guests Present:

Michael Jensen	Kristin Olson	Chi-Chung Keung	Mary Law	Eden Andom
Maria Briseno	Brenda Estrada	Christine Galia	Shannon Kaveney	Daniel Martinez
Tina Miranda	Bill Reardon	Ethereal Reyes	Leisa Schumacher	John Steffens
Greg Toya	Mark Reynoso	Jennifer Valencia	Suzanne Freeman	Maria De La Cruz
Nichole Clark	Parisa Samaie	Matt Morin	Gilberto Cardenas	Liliana Oropeza
Refugio Rodriquez	Jennie Beltran	Pilar Traslavina	Tanisha Burrus	Chantal Lamourelle
Ernie Gomez	Paul Vernola	Matt Valerius	Lorena Chavez	Javier Galvan
Merari Weber	Maria Aguilar Beltran	Ellen Campbell	Jaki King	

1.0 Procedural Matters

- 1.1 Call to Order: Annebelle Nery called the meeting to order at 9:01 a.m.
- 1.2 Approval of Additions or Corrections to Agenda: It was noted Data Committee should be added under 3.0 Reporting Committees on the agenda. With the correction noted, the agenda is amended to include this edit and approved by consensus.
- <u>1.3 Approval of Minutes Regular meetings of December 11, 2024:</u> Bart Hoffman motioned to approve the minutes, which were seconded by Jennefer Boulagjame and approved by consensus.

1.4 Action Items:

- Reorganizations (2):
 - <u>Auxiliary Services Director:</u> Claire Coyne motioned to approve the reorg, which was seconded by Jennifer Dela Rosa. Discussions ensued and the request to Table this item to the March 12th meeting was approved.
 - <u>Student Affairs (Guided Pathways)-Administrative Clerk:</u> Jim Kennedy motioned to approve the reorg, which was seconded by Sarah Salas and approved with one note of correction and abstention.

2.0 Informational Items

- 2.1 <u>President Report:</u> Annebelle Nery noted her recent President's Board Report from January 13, 2025, can be found below, and the next President's Board report will shared campus-wide when available.
- 2.2 The January 13th President's Board Report can be found here: https://www.youtube.com/watch?v=nJjXkuAPxlM.

2.3 District Office Resource Requests:

a. Educational Services/Chief Communications Office: Chi-Chung Keung shared a detailed presentation of the requested

positions and supporting materials for the requests.

- 2.4 <u>Board Policies and Administrative Regulations (from HRC):</u> Annebelle Nery provided a brief overview and background on these specific items following the presentation of them to Human Resources Committee. Kristin Olson then provided a thorough overview of each BP and AR below, along with the recommended revisions and supporting rationale.
 - a. BPs ARs-Updated
 - b. BP 3410 Nondiscrimination
 - c. AR 3410 Nondiscrimination
 - d. BP 3420 Equal Employment Opportunity
 - e. AR 3420 Equal Employment Opportunity
 - f. BP 3430 Prohibition of Harassment
 - g. AR 3430 Prohibition of Harassment
 - h. AR 3440 Service Animals
 - i. AR 7110 Delegation of Authority-Human Resources
 - j. AR 7145 Personnel Files
 - k. Draft Updated BP 7340 Leaves Jan 2025
 - I. DRAFT AR 7340 Leaves_FEB_2025
 - m. AR 7340.1 Maternity Leave Delete
 - n. AR 7340.2 Vacation for Management Employees_Delete
 - o. AR 7340.3 Sick Leave for Management and Confidential Employees Delete
 - p. AR 7340.4 Industrial Accident or Illness Leave_Delete
 - q. Draft AR 7345 Catastrophic Leave Program
 - r. Updated AR 7346 Employees Call to Military Duty
- 2.5 <u>District Committee Reports:</u> Annebelle Nery reported on the addition of these committees to the College Council agenda and noted the importance and connected relationships of these shared governance District committees to the College committees.
 - a. District Council (DC) All committees below report up to DC.
 - b. Fiscal Resources Committee (FRC) Aligns with SAC Planning & Budget Committee.
 - c. Human Resources Committee (HRC) Reports to DC.
 - d. Physical Resources Committee (PRC) Aligns with SAC Facilities & Safety Committee.
 - e. Planning & Organizational Effectiveness Committee (POE) Aligns with SAC Institutional Effectiveness & Assessment Committee.
 - f. Sustainable RSCCD Committee (SRC) Aligns with SAC Facilities & Safety Committee.
 - g. Technology Advisory Group (TAG) Aligns with SACTAC Committee.

3.0 Reporting Committees

- <u>3.1 Academic Senate (AS):</u> Claire Coyne reported on the topics of the February 25th meeting, which included upcoming AS Resolutions, Bylaw revisions, website updates, financial dashboard, School of Continuing Education reorg, and February 27th Distinguished Faculty Lecture by Professor Donato Martinez.
- 3.2 Facilities & Safety Committee (F&S): Bart Hoffman reported on the February 18th meeting, M&O dormant subcommittee, Digital Media Center facilities modification request, formation of an Unhoused/Homeless workgroup of 8 persons and next meeting scheduled on March 18th.
- 3.3 Institutional Effectiveness & Assessment (IE&A) Committee Daniel Martinez reported the first meeting is scheduled for March 5th, Standardized Meeting Minutes and Agenda training that occurred in January and included Robert's Rules of Order and measuring the Comprehensive Educational Plan.
- <u>3.4 Planning and Budget Committee (P&B):</u> Bart Hoffman had no report to share since the last meeting, noted the cancellation of the February 4th meeting, future annual Budget Allocation Model (BAM) training, and next meeting is scheduled for March 4th.

- 3.5 Student Equity and Achievement Program Committee (SEAP): Chantal reported on the upcoming March 13th meeting, work on SEAP committee goals, Student Equity Plan workgroup, collection of data for current plan (due November 30, 2025), January two-day Equity Workshop, and AB943 planning discussions.
- 3.6 Santa Ana College Technology Advisory Committee (SAC TAC): John Steffens reported no meeting had occurred since February 12th and the next meeting is scheduled for February 26th.
- 3.7 Guided Pathways Steering Committee (GPSC): Claire Coyne reported no meeting had occurred yet, work of subcommittees and next meeting is scheduled for March 5th.
- <u>3.8 Enrollment Management Committee (EMC):</u> Claire Coyne reported on the February 18th meeting, which included the topics of a spring target presentation, updates on enrollment fraud, and enrollment strategies. Matt Morin continued the report noting division and department target setting and future focused topics in upcoming EMC meetings.
- 3.9 Data Committee (DC): Daniel Martinez reported the DC routine meetings will be scheduled the fourth Tuesday of each month at 4:00 p.m. The first meeting was informational and included the topic of data sources, etc.

4.0 Oral Reports

- 4.1 ASG: Jennefer Boulagjame reported on Club Rush, Black History Month (BHM) and upcoming April events to be hosted by ASG.
- <u>4.2 Classified:</u> Sarah Salas shared a note of thanks for the addition of Item 2.5 to the agenda, efforts to increase Classified participation in committees and work groups, and professional development opportunities. The next meeting is scheduled for March 18th.

4.3 Cabinet

<u>Academic Affairs:</u> Jeff Lamb reported on the ongoing efforts monitoring our enrollment, faculty participation with monitoring rosters, ongoing efforts by Admissions & Records with identifying enrollment fraud, update on number of classes (38) added and cut (143) since February 3rd to meet the needs of the students and creating greater access, continuing efforts to monitor and add additional sections as needed, Curriculum & Instruction Council Committee work on common course numbering, updates, and collaboration with Student Services and School of Continuing Education.

<u>School of Continuing Education:</u> Jim Kennedy reported on February 26th Food Distribution, Dental Clinic, proposed reorg for School of Continuing Education to be presented at future leadership, Academic Senate and College Council meetings, and increased enrollment of over 30% in FTES and headcount.

Student Services: Mark DeAsis reported on SAC's participation in the Statewide 2025 Real California Survey to assess student basic needs, which will launch March 3-8 and be available in Spanish as well, SAC receiving local data in April and statewide fundings inclusive of all participating colleges in November, Transfer Advisory Committee hosting the first annual SAC Transfer Summit on March 28th from 9:00 a.m. to 1:00 p.m. in JSC. He concluded the report extending a heartfelt thank you on behalf of Vaniethia Hubbard to the entire Black History Month Planning committee for the month-long celebration and concluding keynote speaker Charlene Reynolds.

<u>Administrative Services:</u> Bart Hoffman reported on the missing supporting details of the proposed reorg and that the item would return to the next College Council agenda.

- <u>4.4 Public Information Office</u>: Ethereal Reyes reported on Young Kim speaking at the recent AS meeting providing an update on the SAC website migration and process, SAC social media efforts which will include more student videos and stories, celebration of Instagram following and upcoming video highlights.
- 4.5 Professional Development (Quarterly): Eden Andom reported the Classified Management Professional Development Committee has not yet met and the addition of new members is occurring now, extended a thank you to Annebelle Nery for participating in the January 23rd retreat, and the upcoming March 19th 15 Invaluable Laws of Growth event.
- <u>4.5 Other:</u> Claire Coyne acknowledged the women's and men's basketball coaches and the team efforts leading them into the first round of playoffs.

5.0 Next Meeting and Adjournment

5.1 March 12, 2025

9:00-11:00 a.m.

via Zoom

5.2 Annebelle Nery adjourned the meeting at 10:46 a.m.