

**Santiago Canyon College - College Council**

**MINUTES**

**September 26, 2017, 1:30 p.m., E-107**

**Administrators: John Hernandez, Ruth Babeshoff, Marilyn Flores, Arleen Satele, Jose Vargas, Faculty: Michael DeCarbo, Doug Deaver  
Darlene Diaz (absent), Joe Geissler, Rosa Salazar DelaTorre, Mary Mettler, Joyce Wagner, Classified: Zina Edwards (absent), Sheryl Martin  
Karen McCoy, Vacant, Student: Edward Hou (absent) Technology: Alfonso Oropeza, EMPC rep: Aaron Voelcker (non-voting member)**

NEW BUSINESS	ACTION	DISCUSSION/COMMENTS	OUTCOME/FOLLOW UP
1. Approval of Minutes, 09-12-17	Approval		Motion to approve (J. Geissler/ K. McCoy)
2. Technology Master Plan: Michael DeCarbo	Second Reading	Approved in Senate.	Approved without dissent.
3. Reorganization Request International Student Program Specialist: Ruth Babeshoff	First Reading	Syed Rizvi discussed that program currently has 132 international students. Currently there is one coordinator. John reviewed the history of the international program and described how benchmarks in the business plan have been met and described the staffing benchmarks included in the original business plan, and how future needs would be funded by the program. Essentially, this program funds itself and contributes to the general fund.	Motion for a first (A. Satele and M. Flores).
4. Mission Statement: Michael DeCarbo	First Reading	Approved in Senate. Michael will send revision to ASG for review.	Motion for a second reading (M. Mettler/D. Deaver).
5. 2017-18 Budget Update: Arleen Satele	Information	Arleen discussed FTES comparison of current and past year from the Adopted Budget. Arleen emphasized how FTES is critical to our funding. John described how the colleges earn the apportionment that funds the entire District, and SCC would have been able to meet its target by borrowing from summer.	
<b>OLD BUSINESS</b>			
1.			
<b>COMMITTEE AND COUNCIL UPDATES</b>			

1. Accreditation Update: Marilyn Flores	At the BOT meeting the Midterm Report was distributed.	No further report.
2. Educational Master Plan Committee: Aaron Voelcker	Committee reviewed institution and committee mission statement. Finalized Education Master Plan, updated Collegial Governance Handbook page.	No further report.
3. Enrollment Management Committee/Curriculum and Instruction Council: Joyce Wagner	At the Enrollment Management meeting the Collegial Governance Handbook description was reviewed. Looking at fall and spring enrollment in the upcoming meetings, analyzed intersession data, and reviewed instructional calendar.	No further report.
4. Planning and Institutional Effectiveness: Michael DeCarbo	Committee has not met. Resource Requests are due.	No further report.
5. Technology: Alfonso Oropeza	Committee went over feedback from Senate on Tech plan. Canvas migration schedule was reviewed; starting summer 2018 Canvas will be exclusively offered.	No further report.
6. Budget/Facilities/Safety: Arleen Satele	October 11 will be the grand opening of the Administrative Services offices. Facilities reservation packet will be unveiled soon along with processing work orders.	No further report.
7. Student Success and Equity Committee: Ruth Babeshoff	The committee reviewed institutional and mission statement. Reviewed Integrated Plan and was approved to move forward to Academic Senate.	No further report.
<b>PROGRAM UPDATES</b>		
1. Associated Student Government: Ed Hou	No report.	
2. Continuing Education: Jose Vargas	FTES is looking positive. On October 10, Assemblyman Rocky Chavez will visit CE sites. Community Services started nursing assistant program and has a huge demand for further offerings.	No further report.

<p>3. Classified Advisory Group: Sheryl Martin</p>	<p>The next Hawk's meeting is on 9/27/17. Sheryl described asking Division Secretary to speak at an upcoming BOT meeting.</p>	<p>No further report.</p>
<p>4. Student Services: Ruth Babeshoff</p>	<p>A student will be at Guided Pathways workshop.</p>	<p>No further report.</p>
<p>5. Administrative Services: Arleen Satele</p>	<p>No report</p>	<p>No further report.</p>
<p>6. Academic Affairs: Marilyn Flores</p>	<p>Enrollment target is 3033 FTES; As of today, FTES is 2924. Dean's are looking at enrollment and adding efficiently. The catalog task force group is looking into how we can go green with catalog and/or schedule of classes.</p>	<p>No further report.</p>
<p>7. Academic Senate: Michael DeCarbo</p>	<p>Instructional calendars are being reviewed. October 9, 2017 SCC will host the BOT meeting. Nov. 19, 2017 is Holiday Showcase. Tailgating days: October 13, October 24, and Nov. 8. Technology committee to review SCC website Signature Programs and First Class Programs presentation on website. A vote from council was to replace First Class Programs with Signature Programs.</p>	<p>No further report.</p>
<p>8. President: John Hernandez</p>	<p>BOT meeting was held on September 25, 2017. John thanked Aaron Voelcker for his help in presenting the Student Success Scorecard. President's Circle Luncheon was on Sept. 22, 2017; 37 donors attended. The ribbon cutting at Unity MCHS on Sept. 22, 2017 was well attended. Guided Pathways workshop and Alumni Mixer is on September 28, 2017. At the October 9, 2017 BOT meeting Ruth Babeshoff and Judy Iannaccone will be presenting a marketing overview. Faculty Distinguished Lecture is on October 19, 2017. Community College completion grant is a new initiative for students to complete on time. BOG met last week at Santa Ana College; announced they are renaming BOG fee waiver to</p>	<p>No further report.</p>

Next meeting: Tuesday, October 10, 1:30 p.m., E-107	California College Promise. AB 19 would waive enrollment fee for first time students carrying 12 units or more.	
--	--	--

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, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing accessible, transferable, and engaging education to a diverse community. (Approved by RSCCD Board of Trustees, 9-23-13)