

Santiago Canyon College - College Council

MINUTES

October 24, 2017, 1:30 p.m., E-107

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

| NEW BUSINESS | ACTION | DISCUSSION/COMMENTS | OUTCOME/FOLLOW UP |
|--|---------------|---|---|
| 1. Approval of Minutes, 09-26-17 | Approval | | Motion to forward (McCoy and Mettler). |
| 2. IELSS Reorganization: Marilyn Flores | First Reading | Marilyn discussed the need for to reorganize this 10 month position, and convert it to 12 month position. | Motion for a first reading (Mettler and Deaver). Motion to waive second reading brought forward by K. McCoy and Ruth Babeshoff. Motion to approve passed without dissent. |
| 3. Draft BSI, SE, SSSP (Credit/Noncredit): Ruth Babeshoff | First Reading | Jennifer Coto discussed this was a brand new framework. Deadline is January 31, 2018; goal is to present to BOT in December 2017 in conjunction with SAC. This process has ensured that our goals are met. Revisions to draft will be done within a week. Rosa Salazar mentioned to have deeper level of discretion in how funds are separated. John mentioned for this fiscal year the programs have been allocated separately. In the future efforts will be made to ensure credit/noncredit allocations are equitable. | Motion to approve first reading (Geissler and Mettler). |
| 4. Educational Master Plan 2016-2022: Roberta Tragarz and Aaron Voelcker | First Reading | M. DeCarbo mentioned EMP goals were approved last Spring. Aaron discussed goals are being utilized within our resource allocation process. In the future we can look at connectivity goals between EMP and Accreditation. | Motion to approve first reading (Flores and Geissler). |
| 5. RSCCD Grant Schedule: John Hernandez | Information | John mentioned the grant schedule is updated on regular basis. Still waiting on a couple of grants: Humanities and Model United Nations. The schedule also identifies grant opportunities. | No further report. |

| OLD BUSINESS | | | |
|--|----------------|--|---|
| 1. Reorganization Request International Student Program Specialist: Ruth Babeshoff | Second Reading | | Motion to approve second reading without dissent. |
| 2. Mission Statement: Michael DeCarbo | Second Reading | Ed Hou mentioned that this item not been brought forward to ASG. John suggests that we postpone forwarding revised mission statement until ASG reviews. | Ed Hou will bring forward to the next student council meeting. Motion passed to postpone until November 14, 2017 (Flores and Deaver). |
| COMMITTEE AND COUNCIL UPDATES | | | |
| 1. Accreditation Update: Marilyn Flores | | Marilyn mentioned ACCJC is shifting focus on continuous progress on improvement. Regional VP's will be assigned as a site contact. ACCJC will be advocacy at the federal level in data sets. Taxonomy of standards is being worked on. QFE is being established to see what institutions are doing. | No further action. |
| 2. Educational Master Plan Committee: Aaron Voelcker | | Last meeting discussed on how to approach addressing improvement plans. Started process of seeking out EMP seasoned members when done with template will be able to do comprehensive review. | No further action. |
| 3. Enrollment Management Committee/Curriculum and Instruction Council: Joyce Wagner | | EMC met and Ruth presented the Marketing presentation. Aaron presented CCCC Data Mart data comparing fall and spring enrollment trends for all nine Orange County community colleges. The next EMC meeting will be looking at online programs. Resource Request for a new Researcher position is in works. | No further action. |

| | | |
|--|---|--------------------|
| 4. Planning and Institutional Effectiveness: Michael DeCarbo | Aaron mentioned that timelines were covered. Reviewed current Resource Request form and past rubric to integrate the two plans. | No further action. |
| 5. Technology: Alfonso Oropeza | Two vacant position filled; Fernando Lavoila and David Nguyen. Tech committee met and work continues on the web committee with what to do with signature programs. Technology newsletter was reviewed. Integrated changes that academic senate requested. | No further action. |
| 6. Budget/Facilities/Safety: Arleen Satele | No report. | |
| 7. Student Success and Equity Committee: Ruth Babeshoff | The SS&E meeting looked at demographic data of students. There was an update on Early Welcome Program, and the Summer Advantage Academy and what students liked about it or areas of improvement. Ruth mentioned family night on 11/14/17 at 6 pm. State Chancellors office put a hold on Common Assessment Initiative. | No further action. |
| PROGRAM UPDATES | | |
| 1. Associated Student Government: Ed Hou | Ed Hou praised the First Year Student Success and DACA awareness event. ASG is working to see if notations on student's transcripts is viable. ASG is also working on a Puerto Rico relief and other charities groups. | No further action. |
| 2. Continuing Education: Jose Vargas | Enrollment is on track for the year. In 2016/17 over 30+ courses were submitted. New classes will begin to be offered in January. | No further action. |
| 3. Classified Advisory Group: | Next Classified Hawks meeting is Nov. 9 from 12-1. Chancellor Rodriguez will be joining the meeting. | No further action. |

| | | |
|---|---|---------------------------|
| <p>4. Student Services: Ruth Babeshoff</p> | <p>Planning continues on Early Welcome, and High School Counselor breakfast. John commented on Hawks Rising retreat regarding social justice issues, and how to lead and become a change agent.</p> | <p>No further action.</p> |
| <p>5. Administrative Services: Arleen Satele</p> | <p>No report.</p> | |
| <p>6. Academic Affairs: Marilyn Flores</p> | <p>As of today, FTES is 2,961; 72 FTES short for fall. Expecting 40-45 FTES from positive attendance, in addition to a couple of late start classes. We will also be looking at success retention to use for future planning. Five year allocation for Guided Pathways need to be reviewed and budget needs to be established \$791K over five years. Self assessment will be done in the next week. Awareness campaign focus #SCC Unites, social justice theme with a sense of unity and safe environment.</p> | <p>No further action.</p> |
| <p>7. Academic Senate: Michael DeCarbo</p> | <p>No report.</p> | |
| <p>8. President: John Hernandez</p> | <p>John thanked facilities and ground crew after Canyon Fire2. Comprehensive clean up was done by Admin. Services. Frederick Douglass Installation is on 11/7/17; Art Gallery reception will begin 10/26/17. Home for the Holidays will be on 11/18/17. John thanked Mary Mettler, Aaron Voelcker, and Miguel Luna for presenting at UCI Conference on Great College to Work For and their prospective on what makes a great college on 10/24/17.</p> | <p>No further action.</p> |
| <p>Next meeting: Tuesday, November 14, 1:30 p.m., E-107</p> | | |

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)