

Santiago Canyon College - College Council

MINUTES

November 8, 2016, 1:30 p.m., E-107

Administrators: John Hernandez, Ruth Babeshoff (absent) Marilyn Flores, Arleen Satele (absent), Jose Vargas, Vacant Faculty: Michael DeCarbo, Corinna Evett, Joe Geissler, Rudy Frias, Mary Mettler, Joyce Wagner, Melinda Womack (alt)

Classified: Zina Edwards (absent), Sheryl Martin, Karen McCoy (absent), Vacant, Student: Esther Chian

Technology: Alfonso Oropeza, EMPC rep: Aaron Voelcker (non-voting member)

| NEW BUSINESS | ACTION | DISCUSSION/COMMENTS | OUTCOME/FOLLOW UP |
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| 1. Approval of Minutes, 10-25-16 | Approval | | Motion to approve (Mettler/Flores) |
| 2. Changes to the EAR Collegial Handbook description | Second Reading | No questions from council. | Motion to approve. |
| 3. Recommendation for the Adoption of Canvas as Santiago Canyon College's Learning Management System | First Reading | Scott James described Canvas as a new system to replace Blackboard. Canvas is a more structured format with increased structural design modality. Technical ability is more stable and modern. Major benefits to switching is cost savings, and collaboration of resources within colleges. | Motion to approve the Canvas adoption and Task Force (Geissler/Mettler), and move to second reading. |
| 4. Creation of a Joint Learning Management System Transition Task Force with Santa Ana College for the Blackboard to Canvas Conversion Process Handbook Description | First Reading | No questions from council. | |
| 5. Affirmation of Merging the Facilities and Safety/Emergency Committees and Subsequent Changes to the Collegial Governance Handbook Description | First Reading | Revised title: Facilities and Safety. Previously supported this resolution in spring 2016. | Motion to approve (Evett and Frias), and move to second reading. |

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| 6. Affirmation of the Revisions to the Budget Committee Collegial Governance Handbook Description | First Reading | Michael discussed changes would streamline process with a smaller group. | Motion to approve (Vargas/Mettler), and move to second reading. |
| OLD BUSINESS | | | |
| 1. Annual Committee Evaluation | | Michael thanked Aaron for the distribution of surveys. Dec. 9 is the deadline for committees to complete surveys; extension is likely to be needed. | No further action. |
| COMMITTEE AND COUNCIL UPDATES | | | |
| 1. Accreditation Update: Marilyn Flores 2. Educational Master Plan Committee: Aaron Voelcker 3. Enrollment Management Committee/Curriculum and Instruction Council: Joyce Wagner 4. Planning and Institutional Effectiveness: Michael DeCarbo | Majority of invites have gone out to start work on the midterm report. At the EMPC meeting, discussion on the table of contents for the master plan. Last document had lots of good work, and we are hoping to move that forward. Discussed actionable improvement plans for instruction and student services. EMC will meet next week. No reports for CIC. Changes are in process to PIE's rubric for resource requests. The Budget Committee alerted PIE to an additional \$50k dollars offset by using other funds; approx. \$30k was used to complete a theater riser purchase and \$19k was then allocated to the eligible items. | No further action. No further action. No further action. No further action. | |

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| <p>5. Technology: Alfonso Oropeza</p> <p>6. Budget/Facilities/Safety: Arleen Satele</p> <p>7. Student Success and Equity Committee: Ruth Babeshoff</p> | <p>SCC Tech group has not met. ITS continues to make progress on warranty status of computers.</p> <p>Absent. John mentioned Arleen is on an accreditation visit.</p> <p>Vacation this week.</p> | <p>No further action.</p> |
| PROGRAM UPDATES | | |
| <p>1. Associated Student Government: Esther Chian</p> <p>2. Continuing Education: Jose Vargas</p> <p>3. Classified Advisory Group: Zina Edwards</p> <p>4. Student Services: Ruth Babeshoff</p> | <p>Esther mentioned students were excited about Day of Dead event. Student Leadership Institute has ended for the semester, and Diane Casares mentioned it was a successful semester. Today, Student Trustees elections will be at SAC and tomorrow at SCC. Esther will be attending Student Senate of CA Community Colleges conference in Sacramento.</p> <p>ASG hosted Halloween event at OEC, and was considered one of their best activities. Jose mentioned enrollment is down compared to same time last year. Area where significant decrease is shown is ESL. Jose is attempting to identify why decrease in areas where ESL is served. Study is showing that immigrants are not coming to Orange County. John asked Jose if there are future highlights to share to do so at council.</p> <p>No report.</p> <p>Absent.</p> | <p>No further action.</p> <p>No further action.</p> <p>No further action.</p> |

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| <p>5. Administrative Services: Arleen Satele</p> | <p>Arleen absent. John mentioned that B-207 and B-208 had been refurbished and installation of new network has been completed. Project in M&O building will be starting soon.</p> | <p>No further action.</p> |
| <p>6. Academic Affairs: Marilyn Flores</p> | <p>Professional Development Committee and Student Equity have been bringing a wide array of speakers to campus. Enrollment is 2,984 FTES for fall semester. We are still short of our target.</p> <p>Spring Intersession 2017 –our goal is 237 FTES. Deans are working with dept. chairs to increase FTES.</p> <p>OUSD is asking us to work with high schools to offer 14 week classes; this will help our FTES. Dean’s feel intersession will be flat.</p> <p>Marilyn mentioned A & R is continuing with plan to contact students. Dean’s will be proactive in monitoring enrollment. Joe Geissler added marketing committee will be utilizing standard roll out with print, radio, market redirecting.</p> <p>Next semester will be the first time the print schedule will be printed without SAC. This will be an opportunity to rethink about how to better use our dollars, going green, printing less schedules, without relinquishing on meeting the needs of our students.</p> | <p>No further action.</p> |
| <p>7. Academic Senate: Michael DeCarbo</p> | <p>Lots of collegial housekeeping continues. Hiring request forms are being revised to be more user friendly. Goal is to have it ready for adoption by semester’s end.</p> | <p>No further action.</p> |

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| <p>8. Interim President: John Hernandez</p> | <p>District Council is going to move forward with Tech plan for January Board approval. Alfonso mentioned SC Tech committee did weight in on the District Tech plan. Tech plan is being presented as living document so they can make changes fluidly as technology is constantly being updated and this will be easier to address changes needed. Michael will write a resolution to adopt the plan whilst also enabling SCC to make changes to tech plan. IT will not be sending out massive distribution of Tech Plan due to security reasons.</p> <p>Academic Senate Executives attended plenary session. A lot of CTE items were raised. Michael praised collegiality by which CTE is included at the college.</p> <p>AS is recognizing signature programs. Vocational Ed talked about great works they are doing. At next AS meeting Steve McClean will be promoting Water Utility program.</p> <p>Upcoming events: 11/19 Seasons of Hope 12/2 and several dates Bah Humbug performance 3/24/17 CSN</p> <p>SCC Foundation Board of Directors retreat last Thursday. Consultant, Sheri Nazaroff was facilitator. Retreat objectives prepared board of directors to be more effective ambassadors. Retreat discussion included: 1) Broader view of community colleges. 2) Presented economic impact we are making in our county.</p> <p>A & R identify 25,000 recipient who has received degree. Suggestion to reach out to Judy Iannaccone for feature.</p> <p>On 11/4, John attended CSUF Presidential Enrollment Management Advisory Group.</p> | <p>No further action.</p> |
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| <p>Next meeting: Tuesday, November 22, 2016, 1:30 p.m., E-107</p> | <p>Our next council meeting will be our last for the semester. College Council will start up on 2/14.</p> | |
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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)