

Santiago Canyon College - College Council

MINUTES – April 9, 2013, 2:00 p.m., E-107

Administrators: John Hernandez, Aracely Mora, Steve Kawa, Jose Vargas, Juan Vázquez

Faculty: Corinna Evett, Morrie Barembaum (absent), Michael DeCarbo, Joe Geissler, Craig Rutan, Rosa Salazar de la Torre, Craig Nance, Rick Adams (alt)

Classified: Diane Durdella, Zina Edwards (absent), Sheryl Martin, vacant, Cecilia Diaz (absent -alt)

Student: Rachel Bulosan Technology: Curt Childress EMP Rep: Jim Isbell Communication: Martin Stringer (absent)

Approved 4-23-13

Guests: Linda Miskovic and Roberta Tragarz

| NEW BUSINESS   | ACTION         | DISCUSSION/COMMENTS   | OUTCOME/FOLLOW UP  |
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| 1. Approval of Minutes, 3-12-13  | Approval       |   | Motion to approve minutes as presented (DeCarbo/Geissler) passed unanimously.  |
| 2. Reorganization – International Student Program: John Hernandez      | Second Reading | John Hernandez presented the reorganization for second reading and Linda Miskovic provided additional information on the importance of this position. John stated that the SCC Foundation is being asked to invest in this position, for an amount up to \$100,000. The Foundation has recently received an endowment that could potentially be used for this purpose, and once the program is running, it can become self-sustaining.  | Motion to approve reorganization, contingent upon funding approval by SCC Foundation (Vargas/Rutan) passed unanimously.                  |
| 3. Education Master Plan Committee: Corinna Evett                      | First Reading  | The revised Educational Master Planning Committee was introduced by Corinna Evett and Roberta Tragarz, co-chair of the committee. The current membership composition is too narrow and the increase of faculty membership from 6 to 10 would expand perspective. Council discussion: <ul style="list-style-type: none"> <li>• In Mission paragraph, change DDP to DPP.</li> <li>• Under responsibilities, remove second bullet (will be done in PIE).</li> <li>• The co-chairs will be voted from membership.</li> <li>• The EMPC should be reviewed in 2013-14, once PIE is up and running.</li> </ul> | Contact Corinna Evett or Roberta Tragarz with comments. This item will be presented for second reading at the meeting on April 23, 2013. |
| 4. Planning Institutional Effectiveness Committee (PIE): Corinna Evett | Approval       | A. Discussion: <ol style="list-style-type: none"> <li>i. The Council addressed the question of Deans not being included in the membership. The Council agreed that the Deans have an opportunity to participate during the process of prioritizing, and the Vice President can represent that information at PIE.</li> <li>ii. The Library is included as a unit member because accreditation looks at the Library separately.</li> <li>iii. Membership included participatory governance committee representatives.</li> </ol>   | Motion to approve PIE membership (Rutan/Adams) passed unanimously.   |

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| <p>5. Web Task Force Committee:<br/>Michael DeCarbo</p> | <p>First Reading</p> | <p>iv. The Council agreed that the membership will need to be changed/reviewed, as the college evolves.<br/>v. Agreed to change Non-Credit to Continuing Education, for consistency.</p> <p>B. Responsibilities - discussion:</p> <p>i. Request forms will be created for submittal to PIE from each department.<br/>ii. PIE will prioritize requests and submit to Budget Committee for analysis and return to PIE.<br/>iii. PIE will bring budget and grant application recommendations to College Council.<br/>iv. Ensure planning meets institutional goals in master plan.</p> <p>Michael DeCarbo presented a proposal to make the current Web Task Force a permanent and structured Website Committee. The current task force does not have specific guidelines or reporting structure, and SCC does not have a web master. The structure would include the Committee reporting to the SCC Technology Committee. The outline of the proposed committee was distributed for review and discussion. Points of clarification to be addressed by the Website Committee:</p> <ul style="list-style-type: none"> <li>• Who makes decisions for what is on the website.</li> <li>• What is the infrastructure to place information on the website.</li> <li>• Who will make decisions for the new web site.</li> <li>• How do we create a data-driven web site that is user-friendly.</li> </ul> <p>The Council agreed to eliminate the need for CSEA to appoint the classified membership on the Committee membership draft.</p> | <p>Contact constituents for feedback. Discussion of the responsibilities will continue at the next meeting, April 23, 2013.</p> <p>Contact constituents for feedback. Second reading scheduled for next meeting, Tuesday, April 23, 2013.</p> |
| <b>OLD BUSINESS</b>                                     |                      |  |   |
| <p>1. Accreditation Update: Aracely Mora</p>            | <p>Information</p>   | <p>Aracely thanked everyone who worked on the WASC Annual Report, including Aaron Voelcker and Rudy Tjiptahadi, for their diligence and submitting by the deadline of March 31, 2013.</p> <p>The Accreditation Steering Committee meeting included robust discussion regarding who should be involved in the process, how to approach responding to each standard, connecting with additional individuals that should participate in a standard, and</p>   |   |

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| 2. Budget Update: Steve Kawa                           | Information | <p>breakouts for standard representatives to engage in dialog.</p> <p>Steve distributed the SCC General Fund Budget Report, 3-31-13. Savings from positions vacated in fall are savings that will help us meet budget this year.</p> <ul style="list-style-type: none"> <li>• Fund 13 will help the ending balance with \$450-500,000 coming from the contingency fund</li> <li>• The FTES split between SAC and SCC is under discussion at the district level.</li> </ul> <p>Facilities: Steve noted that the speed bumps on the exit road to Santiago Canyon College have been modified.</p> |  |
| <b>PROGRAM UPDATES</b>                                 |             |  |  |
| 1. Associated Student Government: Rachel Bulosan       |             | Dodge Ball is set for Thursday, April 18. Tickets are \$3. This event is for raising funds for a scholarship.  |  |
| 2. Communication: Martin Stringer                      |             | No report.   |  |
| 3. Educational Master Plan Committee: Jim Isbell       |             | Jim Isbell presented the Admissions and Records Program Review Summary, which was presented at the last EMPC.  |  |
| 4. Continuing Education: Jose Vargas                   |             | On behalf of Doug Deaver, Jose invited everyone to the Hawk Earth Fest, set for Tuesday, April 23, from 10:15 a.m.-2:15 p.m. Two workshops will be held in E-203, and exhibits/booths will be in Strenger Plaza. A bike raffle will end at 2:00 p.m.   |  |
| 5. Classified Advisory Group: Diane Durdella           |             | No report.   |  |
| 6. Technology: Curt Childress                          |             | The Board approved the vendor for purchasing the “dark fiber” that allows us to use our own equipment at each end of the connection (WAN). The conversion occurred last weekend, with new fiber, networking equipment and routers. A \$20,000 savings per month is expected with increased band width and significant growth of gigabytes.   |  |
| 7. Budget/Facilities/Safety/Admin Services: Steve Kawa |             | No additional report.  |  |

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| 8. Curriculum and Instruction Committee: Craig Rutan                                      | No report. |  |
| 9. Academic Affairs: Aracely Mora   | No report. |  |
| 10. Student Success Committee/Student Services/<br>Foundation: John Hernandez             | No report. |  |
| 11. Academic Senate: Corinna Evett  | No report. |  |
| 12. President: Juan Vázquez<br>Next meeting: Tuesday, April 23, 2013, 2:30 p.m.,<br>E-107 |            | The next meeting of the College Council will be at <b>2:30</b> p.m., in E-107, to accommodate the Hawk Earth Fest. |