

**SADDLEBACK COLLEGE**  
**Consultation Council (CC)**  
**March 1, 2011**

**Minutes**

Attendance	
<ul style="list-style-type: none"><li>• Tod Burnett, President - Absent</li><li>• Don Busche, Vice President of Instruction</li><li>• Juan Avalos, Vice President of Student Services</li><li>• Sophie Miller, Classified Management Rep.</li><li>• Carmen Dominguez, Academic Senate President</li><li>• Bob Cosgrove, Academic Senate Rep.</li><li>• Miki Mikolajczak, Guest</li><li>• Jo Ann Alford, Academic Senate Rep.</li><li>• Dan Walsh, Academic Senate Rep.</li><li>• Don Taylor, Dean</li><li>• Santo Garcia, POA Rep. - Absent</li></ul>	<ul style="list-style-type: none"><li>• Carol Hilton, Fiscal Director</li><li>• Jennie McCue, External Affairs Rep.</li><li>• Gretchen Bender, Dir. Of Planning, Research, &amp; Grants</li><li>• Melissa Fenerci, ASG President - Absent</li><li>• Norm Weston, Academic Senate Rep.</li><li>• Tammy Rice, Assistant Dean - Absent</li><li>• Russ Hamilton, Classified Senate President</li><li>• Catherine Ayad, CSEA Rep.</li><li>• Jane Rosenkrans, Classified Management</li><li>• Claire Cesareo-Silva, Guest</li><li>• Tony Lipold - Presentation</li></ul>

**1. Approval of Minutes – February 1, 2011**

**ACTION: APPROVED BY CONSULTATION COUNCIL**

**2. President's Update**

- President's Actions on CC Recommendations:
  - Accreditation Timeline – Approved with modifications
  - BP 5210 “Enrollment Priorities” – Approved
- BOT Meeting Recap
  - SOCCCD: Project Schedule and Basic Aid Assignment
  - Science Building Architect
  - ATEP
- ACCA Conference several college management attended.
- Classification Study: Preliminary Classification Specifications
- District Leadership Team Meeting, Friday, March 4<sup>th</sup>, 3:00pm, IVC
- Effective Leadership Workshop, March 11<sup>th</sup>, 9:00am-4:00pm

**3. Governance Group Updates**

- ASG (Melissa Fenerci) – No report
- Academic Senate (Carmen Dominguez)  
At the next Academic Senate meeting faculty will be discussing concerns that students are being given staff parking permits which is impacting parking for faculty. Will also be reviewing policies, Senate Bill 1440.
- Classified Senate (Russell Hamilton)  
A save the date for March 15<sup>th</sup> for Classified Development Day has been sent out but no details have been announced. Classified Senate has offered three different 2010 software computer classes which filled up very quickly. The classes will be paid for by classified staff development funds.

**4. Athletics Student Success (Tony Lipold)**

Tony gave a power point presentation “Keys to Academic Success: Meeting the Challenge Commitment to Excellence”. They actively recruit about 1,000 students each year. The recruits and parents are given a presentation about Saddleback College and the focus is on academics and transfer. When a student athlete is recruited there is a very high expectation for and of them. Meet with every student athlete and from the start each one of them knows what is expected of them and it is conveyed what they need to do to be successful. Reviewed

expected behaviors and most of these students are exceptional holding high GPAs. Tony emphasized that the leadership mentoring is so important to help the students to be successful. They are shown the ups and downs of athletics and also they are shown inspirational views. "Education will be your liberation!" is the motto, bank on education not going professional. Student athletes are the most regulated students on campus. The NCA makes it tougher each year with additional requirements. Eligibility requirements are clearly presented and the standards are upheld. Why are student athletes a good investment? Because they are full time students generating 381 FTES, which was generated last year. Scholar Balor is a great program recognizing students who have a 3.0 GPA or higher. Saddleback College is very high in honor roll athletes and this year two were honor roll which is very impressive. Saddleback gets highly honored students every year. Have created "Athlete Scoreboard" which tracks each athletic student and Saddleback has been selected to present at a National conference to show how we track students and how much it assists. 90 percent of athletes are between 18-21 years old and the athletic department brings a large population of ethnicity to the college.

5. **Accounting Program Review (Anthony Teng)**

Tony handed out copies of his power point program review and noted that it is the very first program review the department has completed. He reviewed the accounting program mission statement, program strengths, opportunities and challenges. Curriculum includes offerings that support transfer, CTE, and lifelong learning students. Some of the challenges include to maintain 75:25 (full-time: part-time) instruction ratio and need to hire full and part time faculty; keeping up with technology edge; to market and community outreach (currently working with Tracy Daly to market outreach and community events). There is success in the use of SLOs and Program Reviews. SLOs related to core transfer courses are communicated to primary transfer partners and have established relationships with 4 year universities. An AA degree and three certificate degrees are offered. DE sections have been made more rigorous and include proctored final exams. Lifelong learning and continuing education courses are coordinated with professional and community advisors. All students are given the opportunity to improved effective communication, intellectual and practical skill in all classes through individual and group effective contact.

6. **Accreditation (Don Busche)**

Don gave an update regarding the "Accreditation Follow-up Report Timeline Draft" that was passed out at the last CC meeting. He reviewed some of the changes made, i.e. for the example Task Force to the Steering Committee; dates are still the same. The District is waiting to hear from the College. The Steering Committee recommendation: Don Busche, Carmen Dominguez, Tod Burnett, Russ Hamilton, Juan Avalos, Bob Cosgrove, Jim Wright. Carol Hilton and Claire Cesareo-Silva. Carmen Dominguez, Claire Cesareo-Silva, Carol Hilton and Don Busche will also be on the writing committee. Carmen, Bob and Don started the process of collecting information from the original Self Study so they can see what issues were brought up. Will be attending meetings and documenting to capture information needed. Don also reviewed the timeline. There will be two visiting teams one for each college. Will be asking the District for the funding to cover the costs.

7. **Budget and Finance/PBSC (Carol Hilton & Gretchen Bender)**

Carol reviewed the State budget which the Governor still does not have one in place. She also reviewed three different budget scenarios and how the outcome would affect Saddleback College and the District. She noted that if our Basic Aid is taken away from the college we would be severely impacted.

The "New Classified Prioritization Positions Report" requiring new funding was handed out along with the "Annual Classified Prioritization Recommendation Process". Gretchen and

Carol reported that the report was distributed to the Management Team prior to Consultation Council (CC). The Management Team was requested not to distribute the confidential report to anyone since it had not been finalized, but it was shared and not kept confidential. PBSC followed the Classified Hiring Process and it was put on the CC agenda for review, but it was never discussed. It was noted that a mistake had been made by distributing it to Management Team as a professional courtesy prior to review by CC, but no violation to the process had occurred. Discussion ensued.

A recommendation was made for the list go back to PBSC for discussion as to why the outcome occurred the way it did because though the process had been follow it appeared biased.

- **After a lengthy discussion Russ made a motion to refer the report back to PBSC.**
- **Russ withdrew his motion.**
- **Carmen made a motion to not recommend the report and refer back to committee (PBSC) to have a discussion to review and evaluate the process.**
- **Gretchen made a motion to split the motion.**
- **ACTION (1): Motion made not to recommend the New Classified Prioritization Positions report to the President for consideration;**
  - **Vote: Unanimous**
  - **APPROVED BY CONSULTATION COUNCIL NOT TO RECOMMEND TO THE PRESIDENT FOR CONSIDERATION**
- **ACTION (2): Motion made that PBSC have a discussion to review and evaluate the process;**
  - **Vote: 10 Yes, 4 No**
  - **APPROVED BY CONSULTATION COUNCIL AND RECOMMENDED TO THE PRESIDENT FOR CONSIDERATION**

#### **8. Planning (Gretchen Bender)**

- Education and Facilities Master Plan
- Strategic Planning

#### **9. Board Policy and Regulations Council (Don Busche)**

#### **10. 2020 Vision for Student Success**

- DLT/BOT Student Success Presentations

#### **11. Suggested Future Topics**

**Our Vision:** *“Saddleback College will be the first choice of students who seek a dynamic, innovative, and student-centered postsecondary education.”*