

SADDLEBACK COLLEGE
Consultation Council (CC)
September 13, 2011

Minutes

Attendance

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| <ul style="list-style-type: none">• Tod Burnett, President• Don Busche, Vice President of Instruction• Juan Avalos, Vice President of Student Services• Donna Rane-Szostak, Dean - Absent• Terrence Nelson, Assistant Dean• Dan Walsh, Academic Senate President• Bob Cosgrove, Academic Senate Representative• Bruce Gillman, Academic Senate Representative• Kim Stankovich, Academic Senate Representative• Alannah Rosenberg, Academic Senate Representative - Absent | <ul style="list-style-type: none">• Carol Hilton, Fiscal Director• Jennie McCue, External Affairs Representative• Gretchen Bender, Dir. Of Planning, Research, & Grants• Joseph Hassine, ASG President• Don Mineo, Classified Senate President - Absent• Russ Hamilton, Classified Senate Representative• Catherine Ayad, CSEA Representative - Absent• Jane Rosenkrans, Classified Management• Santo Garcia, POA Representative – Absent• Sophie Miller (Minutes Recorder) |
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1. Approval of Minutes – August 30, 2011

ACTION: APPROVED BY CONSULTATION COUNCIL

2. President's Update

- Thursday's Blackout
- Annual State of the College Breakfast, Friday, Sept 23rd, 7:30am-9am, SSC212
- Homecoming, Saturday, Sept 24th, 4pm, Stadium
- Board Presentation on Educational Quality and Academic Programs, Sept 26th, 6pm
- District Services Road Show, Friday, Sept 30th, 8am-12pm, SSC212
- Upcoming Board Presentations
 - October—Program Review and SLOs
 - November—Student Success and Degree/Certificate Completions

3. Governance Group Updates

- ASG (Joseph Hassine) - Homecoming activities will be held from 4-6pm Saturday, September 24th. Blood Drive will be held September 27th & 28th and will be participating in the California Coastal Cleanup.
- Academic Senate (Dan Walsh) - The senate approved \$12,000 in first round of faculty development funding. Committee assignments will be completed on August 31st. Three strikes will not come into affect until the summer.
- Classified Senate (Don Mineo) - The senate is in the process of reviewing staff development requests for approvals. Don reminded CC that classified representatives on committees should be approved through classified senate.

4. Technology Plan (Mark Schiefelbien)

Mark handed out and reviewed the Saddleback College Technology Plan - Draft spreadsheet. He noted that the plan is a draft and editing will still occur. Gretchen is working on a new process on how to get the technology plan worked into the strategic

plan. She also gave an update on the district technology plan and noted that they have never had one and it will be an ongoing process.

5. Accreditation (Bob Cosgrove/Don Busche)

The Saddleback College 2011 Accreditation Follow-Up Report Draft is on schedule and all of the input has been received. The President is reviewing it now prior to submission for the September Board meeting for review and acceptance. Don and Bob will be giving a presentation at the September 26th Board Meeting. Currently Saddleback is working with IVC and the District on their Strategic Plans. Bob thanked Claire Cesareo-Silva for all of her hard work and dedication. The Accreditation report must be received by October 15th and will be mailed prior. President Burnett announced that the chair for the visiting team will once again be Dr. Joan Smith, Chancellor of Yosemite Community College District.

6. Planning, Research and Grants (Gretchen Bender)

Gretchen reported that this morning at the management meeting she passed out the “Saddleback College 2010-13 Strategic Plan Management Support” grid of strategy assignments for managers and administrators. In the next couple of weeks Gretchen will be working with each of the managers and administrators and will be compiling all of their input. When assigning strategies direct responsibility was looked at for each area to ensure follow-up that the strategic plan is being worked on and provide administration and management support as well as follow up. She also stressed that it is important that the form is filled out and submitted in order to streamline the process. Each of the individuals that are responsible for the tactical reports will present the information at Consultation Council and give an update on the strategic plan.

- Strategic Plan Implementation
- Draft District-wide Strategic Plan
- District-wide Planning and Decision Making Manual
 - Comments due by Sept 20th to Randy or David

7. Fiscal Update (Carol Hilton)

- Budget; DRAC; PBSC; 20-Year Facility, Renovation and Scheduled Maintenance Plan

Carol passed out the California CCC office communications and reviewed potential 2011-12 mid-year budget reductions; impact of budget to the California Community Colleges and impact to students. Carol reported that while we are still impacted we are not impacted as severely as other community colleges and there are a massive number of students that will not be able to go to college due to the cuts in the state. It appears that the fees will be increased to \$46 dollars by this summer and noted that it is a pretty dyer situation and we don't know when it's going to turn around.

- Carol handed out and reviewed the first draft of the AR 3110 Basic Aid Allocation Process which is being disseminated for feedback as well as the Basic Aid Allocation Recommendation Flow Chart draft (BAARC) and Basic Aid Funding illustration. Carol reviewed the BAARC flow chart. The BAARC

process is an interactive process with participatory governance involvement and it is expected that the BAARC provide information to and gather input from the colleges and district services so that the recommendations to the Chancellor will be made with wide spread input, from the college presidents and campus leadership. Recommendations including draft work from the committee will be transparent and posted on SharePoint. Carol discussed process and how to go about getting input and revisions to have something final in a month. Input and revisions should be forwarded to Carol Hilton.

- 8. District Services Survey Results 2011 and Evaluation and 2011-2012 Action Plans**
President Burnett handed out and reviewed the 2011 District Services Survey Results and Evaluation and the 2011-2012 Action Plans. Discussion ensued.
9. **Suggested Future Topics** – Banning Smoking on Campus and Credit Cards and Books.

Our Vision

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