

SADDLEBACK COLLEGE
Consultation Council (CC)
December 6, 2011, 2:00pm to 4:00pm

Minutes

Attendance

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| <ul style="list-style-type: none">• Tod Burnett, President - Absent• Don Busche, Vice President of Instruction• Juan Avalos, Vice President of Student Services (Absent)• Rocky Cifone, Dean• Kevin O'Connor, Dean• Terrence Nelson, Assistant Dean• Dan Walsh, Academic Senate President• Bob Cosgrove, Academic Senate Representative• Bruce Gillman, Academic Senate Representative• Kim Stankovich, Academic Senate Representative• Nicole Ortega, CSEA Representative | <ul style="list-style-type: none">• Carol Hilton, Fiscal Director• Jennie McCue, External Affairs Representative• Gretchen Bender, Dir. Of Planning, Research, & Grants• Jerilyn Chuman, Dean (Guest)• Joseph Hassine, ASG President• Nick Martinez, ASG Representative• Don Mineo, Classified Senate President• Russ Hamilton, Classified Senate Representative – (Absent)• Jan Mastrangelo, CSEA Representative (Absent)• Jane Rosenkrans, Classified Management• Mike Sauter, Classified Senate Representative• Sophie Miller, Executive Assistant to the President |
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1. Approval of Minutes – Nov 22, 2011

ACTION: APPROVED BY CONSULTATION COUNCIL

2. President's Update

- Kevin and Jonah Mowry
- BOT Meeting Recap: December 5th and November 16th
- Accreditation Follow-up Report
- Holiday Party, Tuesday, Dec 13th, 4pm-5:30pm, SSC 212
- Winter Flex Week:
 - Welcome Back Breakfast, Tue, Jan 3rd, 8:30am-10am, SSC212
 - President's Faculty Breakfast, Thu, Jan 5th, 8:30am-10:30am, SSC212
 - President's Associate Faculty Dinner, Thu, Jan 5th, 4:30pm-6:45pm, SSC212
 - President's Classified Staff Luncheon, Fri, Jan 6th, 11:30am-1:30pm, SSC212

3. Governance Group Updates

- ASG (Joseph Hassine) - Adopt a Family donations are due by Thursday. Super Max event will be held tomorrow night. Nick Martinez reported that he attended the Veterans Summit representing Veterans of SC attended Veterans Summit and gave an overview of the conference and the work that was done there. Nick will be preparing information and conducting a training session during flex week for faculty in regards to veterans.
- Academic Senate (Dan Walsh) – Dan reported that Amy Ahearn had been found but was released from the hospital and her whereabouts are not known at this time. The District calendar committee will be meeting today and anticipate a good meeting.
- Classified Senate (Don Mineo) – Don reported that the Senate is busy finishing up the semester.

4. Management Reorganization Update (Jerilyn Chuman/Terence Nelson/Jane Rosenkrans/Don Busche)

Tod gave an update regarding the proposed reorganization and salary schedule that was on the December Board agenda. Dean Chuman gave a presentation that including division history and overview of the Student Services proposed reorganization. Discussion took place and some concerns were voiced regarding lack of classified staff input regarding Student Services

reorganization. Academic Senate gave input regarding the AR that impacts the process of management reclassifications and questioned the financial impact.

5. Annual Planning Prioritization and Resource Allocation Process (Carol Hilton/Gretchen Bender)

President Burnett voiced concerns regarding “Resource Request Process: #2. Level 1 Review” and requested clarification on how it works. Dean Cifone gave clarification from a Dean’s perspective, as well as, others gave perspective from how their areas interpret Level 1 review. Discussion ensued. After discussion concerns were expressed with the word “jointly”. CC recommended approval of the Annual Planning Prioritization and Resource Allocation Process with the amendment to take out the word “jointly”.

APPROVED BY CONSULTATION COUNCIL AND RECOMMENDED TO THE PRESIDENT FOR CONSIDERATION

6. Fiscal Update (Carol Hilton)

- Budget; DRAC; PBSC; 20-Year Facility, Renovation and Scheduled Maintenance Plan
- **2011/12 Technology and Equipment Allocations**

I. Currently there is not a process in place to allocate equipment and in the spirit of the existing process President Burnett has agreed with the recommendation that PBSC allocate three-hundred-thousand dollars to instructional equipment for the next 3 years due to the purchase order constraints. The Deans will be encouraged to work together to help another division with greater needs that has shortfalls, such as, the cost of equipment in that area has increased significantly. If there is a pressing need it will be brought forward. Discussion took place in regards to the amount to be allocated and PBC noted that three-hundred-thousand was on the low and conservative end.

APPROVED BY CONSULTATION COUNCIL AND RECOMMENDED TO THE PRESIDENT FOR CONSIDERATION

II. Carol reported that discussion took place at the last PBSC regarding what is the role of PBSC and how often should PBSC meet. An in depth self-review should be taken of PBSC in regards to reporting, role, membership, expertise and what items should be submitted to PBSC. PBSC is a subcommittee of CC, but representation is somewhat different. Also, we should take a look at what planning committees are out there and what is there function and are they doing a self-review.

7. Planning, Research and Grants (Gretchen Bender)

- Instructional and Non-instructional Equipment Plan

8. District Mutual Respect, Cooperation, and Collaboration

- District-wide Goal 1: SOCCCD will create a district-wide culture which is characterized by mutual respect and collaboration and which celebrates the uniqueness of each institution
 - i. Objective 1.1: Chancellor will take the actions necessary to assure that employees district-wide collaborate on the achievement of common educational benchmarks.
 1. Action Step 1.1.1: Draft a plan to address the top 5 barriers to collaboration and cooperation across the District.

9. Suggested Future Topics

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