

SADDLEBACK COLLEGE
Consultation Council (CC)
February 15, 2011

Minutes

Attendance	
• Tod Burnett, President - Absent	• Carol Hilton, Fiscal Director
• Don Busche, Vice President of Instruction	• Jennie McCue, External Affairs Rep.
• Juan Avalos, Vice President of Student Services	• Gretchen Bender, Dir. Of Planning, Research, & Grants
• Sophie Miller, Classified Management Rep.	• Melissa Fenerci, ASG President
• Carmen Dominguez, Academic Senate President	• Norm Weston, Academic Senate Rep.
• Bob Cosgrove, Academic Senate Rep.	• Tammy Rice, Assistant Dean
• Miki Mikolajczak, Academic Senate Rep.	• Russ Hamilton, Classified Senate President - Absent
• Jo Ann Alford, Academic Senate Rep.	• Catherine Ayad, CSEA Rep.
• Dan Walsh, Academic Senate Rep.	• Jane Rosenkrans, Classified Management
• Don Taylor, Dean	• Don Mineo, Classified Senate Representative
• Santo Garcia, POA Rep.	• Laura Chapman, ASG, Senate Vice President

1. Approval of Minutes – February 1, 2011

ACTION: APPROVED BY CONSULTATION COUNCIL

2. President's Update

- BOT Meeting, Monday, February 28th
 - SOCCCD: Project Schedule and Basic Aid Assignment was reviewed.
 - Science Building Architect
- Saddleback College Foundation Annual Gala
- President's Cup, Wednesday, February 16th, 5:30pm, IVC
- February is CTE Month: CTE Awareness Day, Thursday, February 24th

3. Governance Group Updates

- ASG (Laura Chapman)

As Hands Across California is going to be an ASG sponsored event and have decided to create a taskforce to better distribute the responsibilities as well as to help us get more people involved. The taskforce will enable us to have more specialized duties and do a better job at each task. They will find out information about what the plans of the other community colleges are for the day of the event. If a college is not participating in Hands Across CA, they will invite them to join us on our campus.

ASG as a whole is currently working on revising the ASG Bylaws and they have one particular group of students who have put in several hours a day at a time.

This week's events are: February 16th there are two club sponsored events taking place. Censor This! By Poetry Club from 11:30am to 2:00pm in the Quad and APAC is also having an Open Mic Night event from 5pm to 9pm in SSC212.

The ASG Senate is working with SustainU Clothing to do a clothing drive to be both green and benefit needy people. We are one of over 100 schools to participate but also one of the few junior colleges that are participating. On the 21st of February ASG will be showing a video to our Senate volunteers that SustainU has given to us as well as distributing door hangers and bags to homes around the area to 200 or more homes. February 23rd they will be weighing all the clothing at 3:00pm and on the 25th between 9am and 12pm Goodwill will be coming by to pick up the clothing. Senate members have also agreed to share this information and publicize in their Divisions so if you have not heard anything already, you should be hearing more information soon.

- Academic Senate (Carmen Dominguez) - No Report

- Classified Senate (Russell Hamilton) – No Report

4. **Accreditation (Don Busche)**

Handed out the “2010 Accreditation Follow-Up Report Work Plan Draft”. A follow-Up Report is a report requested by the Commission for special purposes. It can occur at any time in the 6-year accreditation cycle. A Follow-Up Report requires that the institution provide information, evidence, and analysis regarding the resolution of the recommendations to which it was directed by the Commission’s Action Letter. The institution’s report will be reviewed by the Commission at its next regularly scheduled meeting and the institution will be notified as to what action, if any, it must take next. Timeline Draft:

Date	Activity	Responsibility
February – March 2011	Develop plan to answer recommendations	College/District
March (Spring Break) 2011	Accreditation Workshop	College Task Force Members/District Personnel/Three Board Members
April – July 2011	Conduct/attend meeting to address standards	College Task Force/District Personnel
	Draft response document	College Task Force
August 15-19, 2011	Present draft response document to faculty/staff during staff development/flex week	College Task Force
September 10, 2011	Complete final draft of response	College Task Force
September 15, 2011	Prepare board agenda item for docket meeting	Vice President Busche
September 26, 2011	Present document to BOT for information	President Burnett
October 5, 2011	Mail to ACCJC to arrive by October 15, 2011	Vice President Busche
November 2011	ACCJC Team Visitation	President’s Office

Discussion took place and it was strongly stressed that it is important to develop a plan and begin to prepare a follow up report required by the College to provide information, evidence, and analysis regarding a resolution of the recommendations to which the College is directed by the Commission’s Action Letter. Motion for approval was recommended for the “2010 Accreditation Follow-Up Report Work Plan Draft”.

ACTION: APPROVED BY CONSULTATION COUNCIL AND RECOMMENDED TO THE PRESIDENT FOR CONSIDERATION

5. **Education and Facilities Master Plan (gkkworks/Brandye D’Lena)**

A detailed Education & Facilities Master Plan Presentation was given reviewing:

- Education Master Plan - Projections
 - Campus Annual Average WSCH Growth Rate
 - ASF Needs and Capacity/Load Analysis
- Facilities Master Plan
 - Campus Planning Strategy
 - Facilities Build-out-Update
 - Long term Development Vision

- Prioritization Criteria List
- Next Steps

6. Budget and Finance/PBSC (Carol Hilton)

Carol gave a State Budget update and answered questions.

7. Planning (Gretchen Bender)

- Strategic Planning – No report.

8. Board Policy and Regulations Council (Don Busche)

Jane Rosenkrans reviewed the Administrative Regulation Draft: Enrollment Limitations and Priorities; Challenge Process; Criteria for Groups to be considered for Priority Registration; and Enrollment Priorities. Discussion and input took place. Motion for approval was raised.

ACTION: APPROVED BY CONSULTATION COUNCIL AND RECOMMENDED TO THE PRESIDENT FOR CONSIDERATION

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.”*