

SADDLEBACK COLLEGE

Consultation Council (CC)

June 18, 2013

Minutes

Attendance

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| <ul style="list-style-type: none">• Tod A. Burnett, President - Absent• Carol Hilton, Vice President of Admin. Services• Kathy Werle, Vice President of Instruction• Juan Avalos, Vice President of Student Services• Christopher McDonald, Dean• Donna Rane-Szostak, Dean• Dan Walsh, Academic Senate Rep. - Absent• Kimberly Stankovich, Academic Senate Representative• Bruce Gillman, Academic Senate Rep. | <ul style="list-style-type: none">• Bob Cosgrove, Academic Senate President• Kim Darcy, Academic Senate Representative• Jennie McCue, External Affairs Representative• Leslie Humphrey, Classified Management• Don Mineo, Classified Senate President• Mike Sauter, Classified Senate President Elect• CSEA – Jan Mastrangelo - Absent• Sophie Miller, Manager Office the President• Bahman Sabahi, ASG Representative• Caroline Durdella, Research, Planning & Accreditation - Absent |
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1. Approval of Minutes – May 21, 2013

ACTION: APPROVED BY CONSULTATION COUNCIL

2. President's Update

- Thank you Don Mineo, Mark Shiffelbein and Don Busche!
- Welcome Elissa Oransky, Director of Annual Giving and Development Services!
- Don Taylor Retirement Announcement; Kate Realista and Tracy Daly resignations
- CC Recommendation: Parking Fee Rates (Not Approved by President)
- BOT Meeting Recap: Nice Job Bahman!
- Commencement Recap
- PET Retreat Recap
- Annual State of the College
- *Open Letter: College Completion Must Be Our Priority*
- *The Changing Academic Workforce*
- Tod on Vacation Jun 28th – Jul 19th; Acting President Juan Avalos
- Foundation Retreat, Fri, Jun 21st
- District-wide Planning Council Retreat, Wed, Jun 26th, MV Country Club
- Next Management Team and CC Meetings, Tue, Jul 16th
- Management Team Retreat, Thu/Fri, Aug 8th-9th

3. Governance Group Updates

- ASG (Bahman Sabahi) – Thanked President Burnett for the CC Retreat and including the students. It was a great experience and left with a good amount of information.
- Academic Senate (Bruce Gillman) – Pleased to report that Foreign Languages Services (FLS) Program and Community Education have been able to strike an agreement. Penny Skaff attended the academic senate meeting on June 5th and provided details on the new matriculation policies that link Saddleback and Irvine Valley College with common testing and policies regarding matriculation. Karah Street will be the new Curriculum Co-Chair in the Fall of 2013 with Kris Leppien-Christensen.
- Classified Senate (Don Mineo) – Classified Senate offered and completed CPR training. Several Classified Senate members attended the Classified Leadership Institute (CLI) in Sacramento, June 13-15 and found it to be a very beneficial conference. During the conference Mike Sauter and Paul Bonkowski presented Classified Senate By-Laws: A Round Table Discussion on Classified Senate By-Laws. Graduation flowers were sold by the Classified Senate and a number of people helped with flowers and sales. The Classified Senate was pleased to announce that enough flowers were sold to sponsor a scholarship for next year.

4. 1st Annual Governance Retreat (Participants)

- Planning, Governance and Organization Manual Update

5. **Rapid Tech Update (Chris McDonald/Don Busche/Carol Hilton/Kathy Werle)**

Carol and Chris gave an update on the Rapid Tech Grant and the recent termination of the grant and reported that there was no financial impact to the college. Saddleback is forging a stronger collaboration with UCI on the Rapid Tech Bridge to Engineering grant and will be placing students in this program year round. UCI has been cooperative.

6. **Summer Enrollment Update (Kathy Werle)**

Vice President Werle handed out an update and reviewed Summer Enrollment as of today with comparison from one year ago and noted that there are still opportunities to add classes.

7. **Board of Trustees Evaluation (Tod Burnett)**

The Board of Trustees Evaluation was handed out and reviewed.

8. **Budget and Fiscal Update (Carol Hilton)**

Vice President Hilton handed out and reviewed the District Resources Allocation Council (DRAC) Model Fiscal Year 2013-14 Tentative Budget which was Board approved last night at the June 17th Board meeting. The budget also includes Proposition 30 Education Protection Account (EPA) funds of \$1,821,952.

9. **College Resource Committee Recommendations (Carol Hilton)**

Vice President Hilton handed out and reviewed the Saddleback College Annual Planning Prioritization & Resource Allocation Process. Recommendations made were that all staff positions go through the College Resource process whether general funds or categorical funding and that the Resource Request Process would be presented during In-service. CRC committee recommendation to approve the 2013-14 Saddleback College Prioritized Resource Requests; New Personnel Requests, New Equipment Requests, Replacement Equipment, with the exception of the New Technology request which will be sent to the Technology Committee for recommendation.

APPROVED BY CONSULTATION COUNCIL AND RECOMMENDED TO THE PRESIDENT FOR CONSIDERATION WITH THE EXCEPTION OF THE NEW TECHNOLOGY REQUEST.

10. **Academic Senate Student Success Proposal Update (Bruce Gilman)**

Bruce requested input and recommendations for the Academic Senate Student Success Proposal and would like to bring this item back for recommendation to the July 16th CC meeting.

11. **Parking Fee Rates (Carol Hilton)**

This item will be brought back.

12. **Accreditation (Kathy Werle/Bob Cosgrove)**

Bob gave an accreditation update and recommended that we need to identify accreditation teams and get as many team members as possible to accreditation workshops.

13. Announcements and Suggested Future Topics

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