EXECUTIVE COUNCIL MINUTES
Sacramento City College
October 5, 2009  ➤ RN 273  ➤ 2:30 – 4:30 PM

Note: Executive Council Members, please bring your agenda & attachments to the meeting.

Resource Ex Officio Staff: M. Buechner, B. Martinelli, J. Ruden, A. Hamilton
Absent: M. Poindexter

I. INFORMATION ITEMS
A. Academic Senate Update................................................................. C. Zuercher
   • Senate will meet tomorrow and the meeting agenda includes the following items:
     - Feedback on the issues from last Council meeting.
     - First and second reading of the college goals.
     - Accreditation update from C. Chenu-Campbell.
     - Update about sharing student information from C. Fites.
     - First reading of faculty code of ethics in the faculty handbook.
     - Hiring prioritization and considerations (three positions this year that weren’t filled last year and how those will be handled).
     - Enrollment management planning, specifically regarding anticipating needs for summer and fall, faculty engagement, transparency, etc.
   • District academic senate presidents are meeting with B. Karns tomorrow to discuss class planning.
   • Department chairs council approved the class cancellation guidelines and the senate will see them to consider them.
   • Last week finished the last senate orientation for accreditation and college planning and budget.

B. Classified Senate Update............................................................... P. Geary
   • The senate has created a model for their agenda so that different committees will be ‘required’ to report (a standing item on the agenda for committees to come report).
   • Encouraging participation from classified staff.
   • Senate is exploring a survey tool to solicit more input from staff on various campus issues.

C. Associated Student Government Update...................................... D. Dixon (for S. Macias)
   • President has been recalled, as well as student affairs commissioner. Signatures have been collected to have a recall election.
     - Date of the recall is pending.
     - Student body was not pleased with recent events.
     - October 20 is the approximate date for the recall.
   • Homecoming was last week and the game was Saturday. Jeff Martin from SCC Cheer was crowned homecoming king, and La Donya Reed was queen. Though our football team did not win the game, there were many successful events and overall it was a fun and active week.
D. Senior Leadership Team Update ............................................................................ T. Greene
- Will meet on Thursday in preparation for accreditation, in addition to other updates on first quarter metrics (VPA) and a CSPC update (M. Buechner).
- Email input has been provided by some SLT members regarding the two open campus issues. The issues will be discussed in more depth at the Thursday SLT meeting.

E. President’s Cabinet ............................................................................................. K. Jeffery
- See Executive Staff Update.

F. Executive Staff Update ...................................................................................... K. Jeffery
- Budget continues to be an ongoing issue as we look ahead to the planning we have in place. The most significant part of the budget piece is the issue of reducing class sections for spring.
- A few board members, the president of the bond oversight committee, and Los Rios Foundation members toured each college outreach site (West Sacramento and Davis for SCC). The board is happy with the work being done at each of the college outreach locations.
- Community questions regarding funding for the construction (bond) projects may need to be addressed and the district and college leaders are focused on careful management of the projects and their funding.
- The West Sacramento Center is on schedule for completion and opening in the spring. It will be City College’s first time in many years to get a brand new facility (since the LRC). Following that we will have the opening of the Fine Arts building.
- Accreditation continues to be a major topic of discussion. The team will be here on Sunday, and the rest on Monday. The campus has been coordinating interviews and visits the members have requested. Meeting requests and the schedule will continue to be modified during the visit, most likely.
- College leadership met with the Board of Trustees for their annual fall retreat on Saturday, at the District. K. Jeffery shared 2008-09 accomplishments with the Board and Chancellor’s Cabinet– specifically highlighting areas of student success (student growth, persistence, activities that promote student success). The college president’s also met individually with the chancellor to also talk about our past year’s accomplishments.
- The District distributed a document titled ‘Trendlines’ of student success 2009, which will also be shared with the accreditation teams. The following information was included:
  - The number of students we serve district-wide is about half of the population of the region; student population is slightly more women than men (matches with overall district ratio; by ethnicity, all populations have grown except for Native American students; first generation students have increased; first time full time students have increased; number of course sections has grown; number of degrees and certificates that we give out has grown; indications of increase in persistence are present in the data.
- Please share the ‘Trendlines’ data with your constituents.
- The semester has gone very smoothly in light of fee increase and other challenges.
- D. Dixon – having the Business Building open for financial aid was very helpful. Having advisors available with open class lists was very helpful for students.
• Cultural Democracy Initiative coordinator and staff development coordinator positions were merged for one faculty member, however the conflicts due to FTE have resulted in the elimination of the CDI coordinator.

G. Chancellor’s Cabinet ........................................................................................................... K. Jeffery
• See Executive Staff Update

II. OLD BUSINESS
A. Updates on Campus Issues ............................................................................................. M. Buechner
• Mac/CAD lab name change and parking issue for president are active issues that are open. The constituencies will report with their responses at the next EC meeting.
• The committee restructuring/charge issue is still open (from April 2008). This issue will move forward and hopefully be closed this semester. It iss out for input to the committees right now.
• Campus smoking issue is officially closed, though we will continue to follow through with implementation steps.
• Complete report is available on all campus issues (closed or open) from the PRIE office. Information on status of closed issues is available online.

B. Accreditation .................................................................................................................... ALL
• K. Jeffery – to representatives: talk/communicate with your constituents to encourage them to talk with visiting team members and participate. President’s Office will send out information to groups about logistics for the team visit.

C. Final Draft of 2010-2011 Goals from CSPC ..................................................................... M. Buechner
• CSPC has met several times to review goals. The draft of their proposed changes to the goals was provided to the Council.
• The SLT has seen the draft via email.
• The goals are substantially similar to the previous year’s goals.
• The wording changes are mostly to clarify or slightly refocus the goals.
• A draft of the timeline has been proposed by the CSPC at the last meeting. Feedback from the constituency groups has been received regarding this timeline. Some concerns were expressed in the feedback; M. Buechner distributed another version of the draft timeline (with considerations for the constituency feedback) today.

III. NEW BUSINESS
A. Review Missions Statement to Include “Degree/Certificate Attainment” ……. M. Buechner
• CSPC requested the Council review the mission statement to include a specific reference to degree/certificate attainment.
• This issue will need to be reviewed internally, but ultimately will need to go to the Board of Trustees for review and approval to make the change.
• The proposed change will be taken to the constituents by their representatives for feedback. The reps will bring back the feedback at the first November Council meeting. It will then come back to the Council for President’s response. It will then go to the Board as a consent item for official change.

IV. OTHER
A. Minutes from September 21, 2009 Executive Council Meeting…………………A. Hamilton (attachment-1)
Executive Council Minutes  
October 5, 2009
Page 4 of 4

- Approved.
- A. Hamilton shared logo options with council and asked that feedback be sent to her to be relayed to the designers.

B. Standing committee minutes
   (attachments-12)
   - For review.

V. Future Agenda Items
   - Promoting Engagement for All at the Council Meetings.

Adjourned at 4pm.

Next Meeting: October 19, 2009

cc: K. Beyrer; L. Weathers-Miguel
    D. Styer