

SHARED GOVERNANCE COUNCIL MEETING

Minutes – March 24, 2010

Board Room 2:00 – 4:00 p.m.

Members Present

Minority Coalition: Kevin Anderson, Shirley Lewis

Faculty: Jeff Lamb, Tom Grube

Administration: Erin Vines, Zandra Gilley

Classified: Ralph Meyer, Cynthia Simon

Students: Tara Norman, David Brannen

Resource Persons: Dr. Jowel Laguerre, S/P; Trudy Largent, Int. Dir HR; Carey Roth, VP-ABS; Lisa Waits, VP-SS; and Nora O'Neill, Exec Coord

Members Absent

Resource Persons: Robin Steinback, VP-AA; Carey Roth, VP-ABS; Jim Ennis, Int VP-T&LR; Rob Simas, Dir. R&D; Ross Beck, Dir PR;

1. (a) **Call to Order**

Dr. Laguerre called the meeting to order at 2:05 p.m.

(b) **Approval of Agenda**

It was moved by Kevin Anderson and seconded by Ralph Meyer to approve the Agenda for this meeting. The motion carried unanimously.

(c) **Approval of Minutes**

It was moved by David Brannen and seconded by Cynthia Simon to approve the SGC Minutes of March 10, 2010, as amended. The motion carried unanimously.

2. **PERT (Process Evaluation & Review Team)**

Lillian Nelson provided the PERT update, advising that, at the last PERT meeting, they began making IPP changes and are carrying on with their work as necessary.

3. **Accreditation – Writing Reports**

Jeff Lamb advised that a group consisting of 2 faculty, 2 staff members, 1 manager, and 1 student attended the State Accreditation Institute for 2010.

4. **Institutional Review Board Policy**

It was moved by Lillian Nelson and seconded by Jeff Lamb to approve the Institutional Review Board Policy. The motion carried unanimously.

5. **Banner**

Dr. Laguerre advised that the new contract with SunGuard would go to the Board on March 31, 2010. He stated that SunGuard was giving the first portion of the project. The rest of the project will go out to bid as soon as possible.

6. **Strategic Proposals**

A. Jeff Lamb moved to approve the Pathways to Success first- and second-semester Strategic Proposal. The motion was seconded by Lillian Nelson. The motion carried unanimously.

B. Kevin Anderson moved to approve the Teaching and Learning Center Redesign Strategic Proposal. The motion was seconded by Ralph Meyer. The motion carried unanimously.

C. Lillian Nelson moved to forward the Women's Athletics Intercollegiate Strategic Proposal to FABPAC. Voting results: Yes – 9; No – 1; Abstain – 0

D. Ranking: #1 – Pathways to Success; #2 Women’s Athletics Intercollegiate Sports; #3 Teaching and Learning Center Redesign.

7. Agenda of Special Board Meeting, March 31, 2010

Jeff Lamb advised this Study Session will be with the Governing Board and approximately 30 faculty to discuss what the faculty are doing in their respective departments.

8. Budget Update

Dr. Laguerre advised they are still looking at an early retirement plan and furloughs.

9. Tutoring Center Location

At a previous SGC Meeting, ASSC President Tara Norman inquired about the relocation of the Tutoring Center in light of the fact that the 1100 buildings were going to be demolished. Dr. Laguerre advised that he is speaking with his Cabinet to move the tutoring center to a new location by the fall.

10. Grant Opportunities

Dr. Laguerre advised that there is a Department of Labor call for proposals covering some major workforce training, and he is exploring the possibility of getting one of these grants, possibly in Biotech, Health Info Technology, or Water/Wastewater Management.

11. Policy 5000-Series

Lisa Waits advised that she wants to review the new Mental Health paragraph in the Student Conduct Code and Academic Procedures policies with the SCC lawyers. She will then bring all of the 5000-Series back to the next SGC meeting for final approval.

12. Governing Board Agenda for the 4/21/20 Governing Board Meeting

There was no agenda to review.

13. College Area Reports/Announcements

Superintendent/President: No Report

ASSC: Tara Norman advised that the ASSC just completed their funding requests. They had \$10,000 to work with, and they received requests for \$9,500. The ASSC granted the funds for most of the requests, approximately \$9,000 to different departments and groups on campus. Student elections will be held 4/19 to 4/22, 2010. They will be electing a President, Vice-President, Student Trustee, and Legislative Advocate. ASSC students will be staffing the Haiti fundraiser this Friday and have put together a couple of gift baskets for the auction. They also participated in the March to the Capital in Sacramento.

Academic Affairs: No Report.

SCFA: Tom Grube reported that nominations are currently open to fill the President’s position. He also advised that Kevin Anderson and Trudy Larson are doing an excellent job of heading off grievances before they hit paper – they are successful in settling disputes before they go further.

CSEA: Cynthia Simon advised that CSEA employees feel they are on shaky ground in connection with layoffs. They have tried to be proactive in talking to employees about changes that may occur. She said Trudy Largent has been a good help in this regard.

Local 39: Ralph Meyer stated that Local 39 has 40 members and said they were still concerned about the shortage of employees when the new Vacaville Center opens. Dr. Laguerre advised that he is looking at the staffing there and knows it is a necessity.

Management: No Report.

Minority Coalition: No Report.

Student Services: No Report.

Human Resources: No Report.

Academic Senate: Jeff Lamb advised that they had a presentation by SunGuard on the Classroom Suite System in Banner; however, the remote server PowerPoint connection did not work. Consequently, the Academic Senate did not receive the full presentation. The Senate is also looking at the College's policy on Program Discontinuance. Finally, the Senate has elections coming up for the positions of Vice-President, At Large, Part-time Support, and Division Reps.

Technology & Learning Res.: No Report.

Administrative & Business Services: Carey Roth advised that there will be 2 morning sessions and 2 afternoon sessions for budget planning training for budget managers, deans, directors, Vice Presidents, and some staff. They are currently working on 08/10 budget updates and changes and 10/11 budget formulation.

The meeting was adjourned at 4:10 p.m.

JCL/no