

SHARED GOVERNANCE COUNCIL MEETING

Minutes – May 12, 2010

Board Room 2:00 – 4:00 p.m.

Members Present

Minority Coalition: Shirley Lewis, Kevin Anderson

Faculty: Jeff Lamb, Tom Grube

Administration: Zandra Gilley

Classified: Ralph Meyer, Sheryl Scott for Cynthia Simon

Students: Tara Norman, Lillian Nelson

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

Members Absent

Administration: Erin Vines

Resource Persons: Dr. Jowel Laguerre, S/P; Robin Steinback, VP-AA; Jim Ennis, Int VP-T&LR; Rob Simas, Dir. R&D; Ross Beck, Dir PR;

Guest: John Glidden, new Student Trustee

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

In Dr. Laguerre's absence, Trudy Largent called the meeting to order at 2:12 p.m.

(b) **Approval of Agenda**

It was moved by Jeff Lamb and seconded by Sheryl Scott to approve the Agenda for this meeting. The motion carried unanimously.

(c) **Approval of Minutes**

It was moved by Lillian Nelson and seconded by Tom Grube to postpone approval of all of the minutes until the next SGC meeting. The motion carried unanimously.

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

Jeff Lamb reported that the PERT met last week, and all members seemed to have a renewed sense of commitment and energy for the process. PERT received good feedback recently from FABPAC; e.g., they received an example of a detailed budget to use when creating proposals; proposals will go to FABPAC before SGC so financial review is complete prior to the proposals being submitted to SGC for approval; PERT will look at what initiatives are going on around the College; and PERT will focus on keeping proposals in line with the Strategic Plan. With regard to Goals and Objectives, the Deans are working with their constituents to describe how a goal is reached.

3. **Accreditation – Writing Reports**

Jeffrey Lamb advised that, with the exception of Recommendation #6, the Working Groups for the Special Report due October, 2010, are set and moving forward. He and Connie Adams are working on the Wiki so everyone will be able to use it. With regard to the Self-Study, due October 2011, Jeff stated that he is hoping to receive reports from those Working Groups prior to the summer break.

4. **Policy and Procedures Numbering (SCCD's vs CCLC's)**

Trudy Largent explained discussion has taken place concerning SCCD's Policy numbering and the CCLC's Policy numbering system not being in sync and should the College renumber its Policies to match the CCLC's numbering system. It was pointed out that some areas are unique to Solano Community College and suggested that the SCCD numbering system remain the same, however, the College policies should reference the corresponding CCLC Policy number and date of the latest CCLC update.

5. Policies 5580, 5590, 5680 and Procedures to Policies 5200 and 5580

It was moved by Lillian Nelson to approve the changes recommended for Policies 5580, 5590, and 5680 and move forward with the recommended Procedures for Policies 5200 and 5580. Sheryl Scott seconded the motion. The motion carried unanimously.

6. Policy No. 1140, Building Dedication Plaques

Trudy Largent presented Policy No. 1140, covering Building Dedication Plaques, for Dr. Laguerre. This subject will return to the next SGC meeting for approval.

7. VP Academic & Student Affairs will be changed to Executive VP Academic & Student Affairs and be placed at Range 53 of the ALG Salary Schedule

Trudy Largent distributed the updated version of the Job Description for the Executive VP of Academic and Student Affairs, along with the updates made to the ALG Policy 4800, which include the two recent reorganizations at SCC as information to the SGC members. The change to the job description was to add “Executive” at the beginning of the title.

8. College Area Reports/Announcements

Superintendent/President: No Report

ASSC: Tara Norman reported that the Study Lounge for students to use during finals is now open.

Academic Affairs: No Report

SCFA: No Report

CSEA: No Report

Local 39: No Report

Management: No Report

Minority Coalition: No Report

Student Services: No Report

Human Resources: No Report

Academic Senate: No Report

Technology & Learning Resources: No Report

Administrative & Business Services No Report

The meeting was adjourned at 4:13 p.m.

JCL/no