



Shared Governance Council
April 9, 2014
Minutes

Present:

Debbie Luttrell-Williams, Diane White, George Olgin, Jeff Lehfeldt, Kevin Anderson, Laura Convento, Maire Morinec, Nicholas Cittadino, Richard Crapuchettes, Robin Darcangelo, Susanna Gunther, Yulian Ligioso

Absent:

Bruce Petersen, Gabriel Johnson, James Dekloe, Karen McCord, Kyle Todd, Peter Cammish

Call to Order

The meeting was called to order 2:08 pm by Chair, Interim Vice President Diane White.

Approval of Agenda

It was moved by Debbie Luttrell-Williams and seconded by Robin Darcangelo to approve the agenda.

The motion passed unanimously.

Approval of Minutes

The approval of the February 14, 2014 minutes will be postponed to the next regular Shared Governance meeting.

Public Comments

None

Superintendent-President's Report

Dr. Laguerre was unable to be at the meeting. No report.

Human Resources Recruitment Update

Chair, Interim Vice President Diane White reported the Associate Vice President of Human Resources, Bruce Petersen could not be at the meeting and provided the Faculty Recruitment Update and the Classified & ALG Recruitment Update.

Interim Vice President White also mentioned the Associate Dean of CTE and Dean of Applied Technology positions were not on the list. The Associate Dean of CTE will be a classified administrator, and Associate Dean of Applied Technology will be working with Dean Maire Morinec on the Perkins grant programs (Human Services, Pathways, more complex programs). Debbie Luttrell-Williams asked who will provide administrative support for these positions and if there were plans to mention this to CSEA. Yulian Ligioso asked when the proposed positions will start and what the proposed range will be. Interim Vice President White will look up the ranges.

Fire Academy Director – This management position is needed for the 2014/2015 school year. Interim Vice President White reported the school has been out of compliance for several years. Questions was raised if we can appoint an Interim; Interim Vice President White responded that yes, we could, but we have exhausted that option. Interim Vice President White will find the salary range for this position.

Meetings Protocols for Shared Governance Council – Review of Approved Procedures

Interim Vice President Diane White reported that we have been loose with the rules and not compliant with the Brown Act. Interim Vice President White reported that Annette Dambrosio and Laurie Gorman attended a Roberts Rules of Order Training in Marysville, and reported that it was a very informative workshop. Interim Vice President White suggested we hold a Roberts Rules Training at the College, possibly during Flex-Cal.

Interim Vice President White read through the current meeting protocols. A suggestion was made that we should have staff well versed in the Brown Act/Roberts Rules, with the possibility of forming a sub-committee. Interim Vice President White mentioned we are a public entity, and we are making policy decisions/ recommendations that should be included under the Brown Act. Yulian Ligioso asked what the criteria is for being a Brown Act committee. Jeff Lehfeltd suggested having the training first before the sub-committee is formed. George Olgin suggested Human Resources, Executive Coordinators and all of ALG should be trained. Interim Vice President White commented that anyone who chairs a committee should receive this training. Also, Interim Vice President White noted it would be beneficial if the minutes and reports were standardized.

Action Item: Laurie Gorman to contact Robert Rules of Order trainer.

Faculty Diversity Internship Program at SCC

Professor, Kevin Anderson presented two faculty diversity internship programs, one from Los Rios Community College District and another one, Project Match, an award winning internship program from Los Angeles Community College District. Professor Anderson reported that the faculty and staff could benefit if we had a similar program at Solano. Dean Maire Morinec commented that we may have faculty that serve on many committees, but there are no mentors in some areas.

Kevin Anderson mentioned how this program would diversify our campus and be a great way to promote the EEO plan. This would be a broader program to extend to librarians and counselors, since the first point of contact for students is usually not a faculty member.

Vice President Yulian Ligioso commented this is a great idea; we could expand to our hiring practices, re-examining job descriptions because we can't diversify if we do things the same way. George Olgin commented on the EEO training and the need to also focus on developing the current faculty. Professor Anderson will get more information. He will get feedback from Los Angeles Community College and will try to meet with his colleagues at Los Rios Community college regarding their Staff Diversity Program.

CDR Update

Associate Dean, Robin Darcangelo reported on the Cohort Default Rate (CDR). The Department of Education will publish the CDR rate in September, 2014. Solano is a Tier 1 school, which is considered the highest risk. Associate Dean Darcangelo provided handouts that reflected the total financial aid funds disbursed, a summary report from the Chancellor's Office for fee waivers, grants, loans, etc. and the Default Prevention Plan with tracking document. Solano was the first school to have a Default Prevention Plan proposal approved by the Department of Education. The Plan includes the role of the Task Force, collection and analysis of data, the target groups identified, as well as default prevention activities.

Associate Dean Darcangelo commented on the extreme amount of work that needs to be done, and the possibility of losing funding if we don't do it. ECMC was hired as a 3rd party servicer to help current students delinquent on their loans. Associate Dean Darcangelo reported the Chancellor's Office is promoting a literacy program, where she is a member of their task force. These financial literacy programs are 2-3 hour workshops that help students how to budget, how to transfer, etc.

Transportation Fee

Gabriel Johnston not present to report.

Budget Meetings for Shared Governance Council

No motion.

Interim Vice President Diane White commented that Shared Governance receives quarterly budget updates from Fiscal Services. There will be a Special Shared Governance meeting for Budget on Wednesday, April 23, 2014.

Consensus from the group was that they would like more financial information provided (standing agenda item that deals with money, to include background info and costs. (ex. HR Recruitment updates)

Governing Board Meeting Agenda – April 16, 2014

This is a special meeting called to discuss negotiations.

Math Option A From Other CCC's; IB Units from High Schools

IB Units

Professor Nick Cittadino reported there is no policy at SCC for students to receive college credit for International Baccalaureate (IB) classes taken in High School. This may not represent a large group of students, but it may deter IB students from enrolling here. Currently, IB students can receive college credit at a CSU and UC if they received a 5 or better on the IB exam. Professor Cittadino brought in a proposed Matrix for IB credit, it was modeled after Mira Costa College.

Interim Vice President White recommended that a formal policy and procedure be developed and for Professor Cittadino to contact Shirley Lewis, Solano College Chief Student Services Officer, to meet with the Student Services Council to develop this. Associate Dean Darcangelo asked that Financial Aid be involved as well. After the policy and procedure is developed, this item can return to Shared Governance.

Math Option A From Other CCC's

Professor Nick Cittadino distributed a draft resolution for General Education Reciprocity Agreement among California Community Colleges. He commented that the resolution will allow Solano to accept credits from any community college comparable to courses in Option A, except for areas like D-3 mathematics.

Debbie Luttrell-Williams commented that substitutions need to be approved by faculty first with all documentation attached before the Dean signs off. Interim Vice President White suggested that a formal policy and procedure first be developed, after which the item can be brought back to Shared Governance.

NOTE: The version of the resolution presented was not approved by Academic Senate per Susanna Gunther.

Adjournment

The meeting adjourned at 3:50 p.m.

Respectfully submitted by Laura Convento

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