



**Shared Governance Council  
August 14, 2013  
Minutes**

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**Present**

Jowel Laguerre, Diane White, Yulian Ligioso, Susanna Gunther, James DeKloe, Kevin Anderson, George Olgin, Maire Morinec, Robin Darcangelo, Yulian Ligioso, Peter Cammish, Connie Barron-Griffin, Shirley Lewis, Patrick Killingsworth, Peter Cammish

**Absent:**

Karen McCord, Debbie Luttrell-Williams, Jeff Leheldt, Richard Crapuchettes, Gabriel Johnson, Waleed Arif

**Call to Order**

The meeting was called to order at 2:08 p.m. by the Chair, Interim Vice President Diane White. As there wasn't a quorum, no action took place at the meeting. All items were presented as information only.

**Approval of Agenda**

As there wasn't a quorum, there was no approval of the agenda.

**Approval of Minutes**

As there wasn't a quorum, there was no approval of the minutes of June 19, 2013.

**Public Comments**

None

**Superintendent/President's Report**

Dr. Laguerre shared with the Council information regarding three new initiatives that are beginning this year: Auto Technology, sharing of our Graphics Department with the county and Early College in Vacaville. Dean Morinec noted that the new instructor for Auto Technology, Paul Hidy, formerly from the College of Redwoods, is a great addition to SCC. He and his family worked very hard in getting the lab ready for students. Marie Morinec also noted that the program is in need of \$50,000 for equipment.

Dr. Laguerre also noted the following:

- Discussions have taken place with the Chancellor's office regarding building apprenticeship programs for the college. Discussions have already taken place with the Carpenters Union regarding carpenter apprenticeships.

- SCC has developed a partnership with Dixon High School, and a wing at the high school has been dedicated for SCC classes (Dixon High School students and community members). SCC classes will be scheduled at this site beginning with Spring 2014, after careful planning of what courses would be best to offer.
- The college is currently looking at offering more corporate training and community education courses. SCC faculty member Thomas Watkins is the 40% release time coordinator for Contract Education.
- There is also the potential for aviation training in the evening and also a partnership with organization in China for avionics courses.

### **School Take Over Exercise**

Shirley Lewis, Dean of Student Services, shared with the Council that on Thursday, August 22, 2013, the Solano County SWAT teams will be conducting a school take over exercise on the Solano College main campus. There will be up to 4 full SWAT teams present for the training, and scenarios will include the use of a command operations center for planning and decision making. They have asked the managers and students to take part in this exercise. The back half of the cafeteria will be used for staging by the Red Cross. After this exercise is completed, there will be an evaluation of the exercise.

### **Budget Update**

Vice President Yulian Ligioso reviewed with the Council the 2013-2014 State budget that was signed by the Governor on June 27, 2013. For the community colleges it will provide:

- Access: 1.63%
- COLA: 1.57% (first COLA since 07/08)
- Additional categorical funding for Student Success and Support, DSP, EOP and CalWORKs.
- Reduction in deferrals
- Funding for deferred maintenance and instructional equipment and library materials
- Increased funding for the Academic Senate

Vice President Ligioso shared with the Council that SCC fell short last year in obtaining the goal of 8,541 FTES, and achieved only 7,003 FTES. In terms of funding for the college, a loss of 1,500 FTES, equals a loss of approximately \$6 million. If this trend is sustained and we are re-benchmarked to a lower FTES target, the impact could be severe.

Chair Interim Vice President White reported that discussions are taking place at the academic level to address and correct issues within the course offerings that could be limiting enrollment.

### **Senior Accountant Position**

Patrick Killingsworth, Director of Fiscal Services shared that Fiscal Services is currently looking at their organization in general and is in the process of hiring an account, however, what is really needed is a senior account position. What they have found is that they are not getting the qualified pool that is needed. Director Killingsworth would like to have this position changed to a higher level senior accountant position and moved to the Administrative Leadership Team.

### **Enrollment Update**

Peter Cammish, Dean of Research and Planning, gave an enrollment update and noted the following:

- Vacaville and Vallejo have a headcount difference of 46, however the FTES difference is 42. This suggests that students at Vallejo are taking fewer courses than students at Vacaville (future area of study).
- There is a lot of last minute registering going on.
- Our most popular major is “Undeclared.” This will change with the Student Success Act (2012).
- % FTES generated from students living in Fairfield has increased slightly. In Vacaville and Vallejo the number has remained fairly constant.
- %FTES generated from Hispanic students has increased dramatically from 16% to 23%. % FTES from Black students has also increased.
- % FTES generated from the “Between 20 and 30” age group has increased by 7%. Most of our student losses are in the 20 or younger age group.
- % FTES generated by “Continuing” students has decreased by 20% from last year, while first time students have actually shown an increase. .This suggests that students are coming here but do not want to stay.

Fall Semester FTES Trend (Excluding Positives)								
Date	8/6	8/7	8/8	8/9	8/10	8/11	8/12	8/13
Fall 2013	3,315.6	3,345.0	3,370.4	3,391.9	3,399.7	3,406.5	3,412.0	3,407.0
Fall 2012	3,438.6	3,461.3	3,477.8	3,500.9	3,505.1	3,504.8	3,507.7	3,492.0
%	-3.7%	-3.5%	-3.2%	-3.2%	-3.1%	-2.9%	-2.8%	-2.5%

Unduplicated Headcount

Year	7/29	8/5	8/7	8/8	8/9	8/12	8/13
2013	8,832	9,343	9,576	9,694	9,776	9,873	9,936
2012	9,127	9,488	9,599	9,744	9,803	9,890	9,958
%	-3.3%	-1.6%	-0.2%	-0.5%	-0.3%	-0.2%	-0.2%
Diff							

Susanna Gunther asked if the Council could see percent fill data for the enrollment. Dean Cammish will send this out to Council members.

**Strategic Proposals for 2013/14 – Report from S/P Council**

Peter Cammish shared a summary report from the Superintendent/President’s cabinet regarding funding for 2013-14 Strategic Proposals. It was noted that proposals are granted for one year only and do not roll forward to the next year.

FYSI & YESS-ILP Program	\$46,800
Drop-in Writing Lab	\$22,040
MESA	\$36,000
Chemistry Data Acquisition Equipment and Instrumentation	\$15,610
First year Experience Pilot, Years 2 & 3	\$31,441
Umoja and AA Male	\$15,000
Library Textbook Reserves – Expansion Plan	\$30,000
Reverse Osmosis System	\$5,348
New Laptops for Institutional Research: Complex Report Design	\$2,300

Still in determination by S/P Cabinet: Partnering with Tutor.com, Sustaining Peer Tutoring at the Centers, and Updating Tutoring Center Equipment for Efficient Operations.

Pending (VATEA Funding)

Sewing Machines	\$20,813
TV Studio	\$9,824
SCC Sports Medicine Program Upgrade	\$10,857
Student Heart Rate and Fitness Assessment	\$9,597
Commercial Music Major Program Development	\$50,500

### **2013-2014 Shared Governance Council Meeting Schedule**

Yulian Ligioso requested that the following special meetings be added to the 2013-14 Shared Governance Council schedule for budget discussions.

- January 22, 2014
- April 16, 2014
- May 14, 2014 (1/2 of meeting time to be dedicated to budget)

The calendar will be revised to include these times and will be brought back to the next Shared Governance meeting for approval.

### **Governing Board Meeting Agenda – August 21, 2013**

The August 21, 2013 Governing Board meeting agenda was reviewed. Yulian Ligioso noted that the trustees have requested that the first meeting of every month be dedicated to board study only, with no other business being conducted.

### **Adjournment**

The meeting adjourned at 4:04 p.m.

Respectfully submitted by Laurie Gorman