



**Shared Governance Council  
February 12, 2014  
Minutes**

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**Present**

Susanna Gunther, Kevin Anderson, Karen McCord, Debbie Luttrell-Williams, George Olgin, Jeff Lehfeltdt, Robin Darcangelo, Diane White, Yulian Ligioso, Peter Cammish, Bruce Petersen, John Yu.

**Absent:**

James DeKloe, Richard Crapuchettes, Maire Morinec, Gabriel Johnson, Kyle Todd

**Call to Order**

The meeting was called to order at 2:05 p.m. by Chair, Interim Vice President Diane White.

**Approval of Agenda**

Chair, Interim Vice President Diane White asked that items #2 and #3 be removed from the agenda, as Dr. Laguerre was not able to attend the meeting.

It was moved by Susanna Gunther and seconded by Jeff Lehfeltdt to approve the agenda as amended.

The motion passed unanimously.

**Approval of Minutes**

It was moved by Debbie Luttrell-Williams and seconded by Robin Darcangelo to approve the minutes of January 15, 2014.

Abstain: (Jeff Lehfeltdt)

The motion passed.

It was moved by Kevin Anderson and seconded by Robin Darcangelo to approve the minutes of the Special Meeting of January 22, 2014.

The motion passed unanimously

**Public Comments**

None

### **Superintendent-President's Report**

Removed from the agenda.

### **Policy 2005 Shared Governance**

Removed from the agenda.

### **Human Resources Recruitment Update**

Associate Vice President Bruce Petersen shared with the Council members the current organizational structure for Human Resources and proposed changes:

| <b>CURRENT POSITION</b>    | <b>CURRENT LEVEL</b>        | <b>PROPOSED TITLE</b> | <b>RECOMMENDED ACTION</b>                       |
|----------------------------|-----------------------------|-----------------------|-------------------------------------------------|
| AVP-HR                     | 51                          |                       |                                                 |
| Manager                    | 42                          | Manager/Recruiter     | Add recruiter to job description                |
| Executive Assistant        | Substitute (hourly)         | Executive Coordinator | Upgrade position (Range 35)                     |
| Recruiter (classified)     | Interim position (hourly)   | Recruiter/Technician  | New position, modify job description (Range 33) |
| Recruiter (faculty)        | Temporary position (hourly) |                       | As needed basis                                 |
| Generalist                 | 33                          | Senior Generalist     | Upgrade position (Range 34-35)                  |
| Generalist                 | 33                          | Generalist            | Reclassification (Range 33-34)                  |
| Generalist                 | Temporary position (hourly) | Generalist            | New position (Range 33)                         |
| <b>Total Positions (8)</b> |                             |                       | <b>Total positions (7)</b>                      |

Council members voiced concern with the proposed reduction of staff in Human Resources, as they felt that the proposed structure may not provide enough personnel. Members stated that they were supportive of additional staff above the proposal.

### **Strategic Proposal Process**

Peter Cammish reviewed with Council members the 2013 process that was used for ranking of strategic proposals. Karen McCord stated that she would like to have a discussion regarding the voting process and if a Shared Governance Council member submitted a proposal, they should not be excluded from discussing and voting on that proposal.

Chair Interim Vice President Diane White reviewed with the members that last year the Council had voted that a representative of an interest group that stands to benefit from the proposal would be able to rank the proposal and speak to the proposal during the Shared Governance meeting, but would not vote on the proposal. Interim Vice President White stated that any proposed changes to this would have to be brought by a motion.

There was discussion concerning the review of the proposals and if the authors could be present if Council members had questions. Peter Cammish stated this was not currently in the process, but could be included in the 2015 process if desired by the Council. Dean Cammish suggested that any questions could be submitted by email to the authors of the proposals, with answers then being sent back to Council members.

It was also suggested that the Superintendent/President's Council and Shared Governance Council work together on the determination of the selected proposals. Dean Cammish explained that this would be a conflict in interest as the Council is a recommending body only and the Superintendent/President's Council will be making the final determinations. Members of the Superintendent/President's Council could, however, be present at the meeting, if they wished to listen to the Shared Governance Council's discussion.

A timeline was then put together regarding the process, with a Special meeting being called for March 19, 2014.

- 2/20: Peter Cammish will send out a packet of all received proposals for initial review.
- 2/27: Council members are to Email questions they have for proposal authors to Peter Cammish
- 2/28: Peter Cammish will collate questions and distribute to proposal authors.
- 3/6: Peter Cammish will send all the answers to questions for the Council's review.
- 3/12: Initial discussion on proposals and questions/answers.
- 3/12–3/18: Ranking of proposals using rubric.
- 3/19: Special SGC meeting to decide prioritized recommendations forwarded to Superintendent/President's Cabinet.

### **Academic Affairs Reorganization**

Chair, Interim Vice President Diane White reviewed with the Council a draft of the proposed Academic Affairs realignment, which is scheduled to go into effect July 1, 2014. Changes include dissolving the School of Human Performance and Development, and the addition of an Athletics Director. The proposed structure will be going to the Governing Board for approval on March 19, 2014.

## **Diversity Internship Program at SCC**

There was discussion related to the reinstatement of a diversity internship program at Solano College. Kevin Anderson shared that Los Rios has a very good program, and it might be good for Solano to find out more about it to see if it would work for Solano College. Kevin Anderson and Karen McCord volunteered to find out more about it and then report back to the Council.

## **FABPAC Proposal**

There was a review of the motion and discussion that occurred at the special meeting of January 22, 2014 regarding the proposal to have a quarterly FABPAC meeting with one Shared Governance member and one stand-alone member for each represented group. This would be a subcommittee (focused on the budget) of the Shared Governance Council with a formal report coming back to Shared Governance Council.

There was a question concerning whether this subcommittee would have approving authority or would be making recommendations only to the Shared Governance Council. Chair, Interim Vice President Diane White stated it is important to remember that the Shared Governance Council is a recommending body only and when they take action, it is acknowledging that they have been consulted, shared the information with constituents and are then forwarding their recommendation to the Superintendent/President's Cabinet. This would also be the case with any type of reconstituted FABPAC.

Susanna Gunther stated that in the past there was a provision within FABPAC that if the Superintendent/President decided against the recommendation of FABPAC, the Superintendent/President would come back to the group and explain why. Interim Vice President White explained that this was done by a former Superintendent/President (Gerry Fisher); however, this is not a requirement.

Interim Vice President White then stated that there is a problem with the motion as it stands as adding members to this subcommittee would alter the approved structure when FABPAC and Shared Governance Council were merged. Any modification could not be done without a restructuring of the current Shared Governance Council. Therefore the motion as it stands is not actionable. Interim Vice President White suggested that the motion be withdrawn.

IVP White suggested that the Council members consider holding quarterly budget meetings, in addition to the regular Shared Governance meetings where the focus is strictly on finance. Dr. Laguerre could be invited to these meetings, in addition to any other interested parties.

Additional financial updates could also be given at regularly scheduled Shared Governance meetings as needed.

At this point a quorum was lost as there were only 6 members remaining at the meeting (Susanna Gunther, Kevin Anderson, Debbie-Luttrell-William, George Olgin, Jeff Lehfeltdt, Robin Darcangelo). Consequently, no further action could be taken at the meeting.

Jeff Lehfeltdt stated that he would like to withdraw his motion at this time, and asked that further discussion be placed on the March 12, 2014 meeting agenda.

### **Governing Board Meeting Agenda – February 19, 2014**

The February 19, 2014 Governing Board meeting agenda will be sent out by email for Council members to review.

### **Adjournment**

The meeting adjourned at 3:35 p.m.

Respectfully submitted by Laurie Gorman

SGC Minutes February 12, 2014:lg