



**Shared Governance Council
March 26, 2014
Minutes**

Present

Michael Wyly, Kevin Anderson, Karen McCord, Debbie Luttrell-Williams, George Olgin, Jeff Lehfeldt, Robin Darcangelo, Diane White, Peter Cammish, Richard Crapuchettes Maire Morinec

Absent:

James DeKloe, Gabriel Johnson, Kyle Todd

Call to Order

The meeting was called to order at 2:02 p.m. by Chair, Interim Vice President Diane White.

Approval of Agenda

It was moved by Debbie Luttrell-Williams and seconded by Jeff Lehfeldt to approve the agenda as presented.

The motion passed unanimously.

Public Comments

None

Strategic Proposals – Final Discussion and Ranking

Ranking results for strategic proposals submitted for funding for 2014/15 were distributed. Chair, Interim Vice President Diane White noted that many of the proposals submitted were equipment requests and proposed that they be extracted from the list and be considered for funding from 2014/15 instructional equipment funds that the college will be receiving in the amount of approximately \$600,000. Proposers will be notified that their proposals have been vetted and will be moving forward through the process. There were also two items that related to Facilities; Interim Vice President White proposed that they also be extracted for funding through Facilities.

The Council concurred with these recommendations and proceeded to discuss the items that were extracted for consideration for Instructional Equipment and Facilities.

Instructional Equipment

It was moved by Richard Crapuchettes and seconded by Jeff Lehfeldt to fund ASAP Proposal ID 79, Memory Upgrade for MAC Laptop computers, and Proposal ID 90, Flammable Cabinet for Storage of Flammable Liquids at the Vallejo Center.

The motion passed unanimously.

It was moved by Debbie Luttrell-Williams and seconded by Robin Darcangelo that we not support the Meeting Consumer Language Needs (Rosetta Stone software for Spanish) proposal because Spanish courses are already provided by the College.

The motion passed unanimously.

It was then moved by Kevin Anderson and seconded by Karen McCord that we refer the function of this proposal to Contract Education under Thomas Watkins to explore the feasibility of these kinds of offerings to the community.

The motion passed unanimously.

It was moved by Maire Morinec and seconded by Robin Darcangelo to not move forward with Instructional Equipment Proposals ID numbers 97, 70, 73, 76, 95, and 85.

There was then discussion that the proposals should all be dealt with separately.

The motion was unanimously defeated.

It was moved by Maire Morinec and seconded by Debbie Luttrell-Williams that we do not move forward with Proposal ID 97, Classroom Camera Obscura.

There was discussion that this proposal involves drilling a hole in the wall, and that consultations are needed with Facilities before moving forward with this.

Ayes: 7

Noes: 2 (George Olgin, Michael Wyly)

The motion passed.

It was then moved by Michael Wyly and seconded by Maire Morinec that Proposal ID 97, Classroom Camera Obscura, be removed from the list and moved to the Facilities list for further vetting.

It was moved by Maire Morinec and seconded by Kevin Anderson that we do not move forward with proposal ID 70, Mobile Computer Lab for the Vallejo Center.

There was discussion concerning security issues regarding mobile carts and that the Computer Lab at the Vallejo Center does have available hours which could be designated for this purpose.

Ayes: 8

Noes: 1 (Richard Crapuchettes)

The motion passed.

It was moved by Maire Morinec to not move forward with Proposal ID 99, Marley Floor for Dance Production Class. There was no second to the motion; the motion died. The Council will recommend to the S/P Cabinet that this proposal be funded through Instructional Equipment.

It was moved by Maire Morinec and seconded by Debbie Luttrell-Williams to not move forward with Proposal ID 73, Strategic Proposal for Modernization and Update of the Clinical Lab.

There was discussion that some of the equipment in this proposal has already been funded under Instructional Equipment for 2013/14.

Ayes: 8

Abstain: 1 (Karen McCord)

It was moved by Richard Crapuchettes and seconded by Debbie Luttrell-Williams to not move forward with Proposal ID 76, Human Services E Proposal.

The motion passed unanimously.

It was moved by Debbie Luttrell-Williams and seconded by Robin Darcangelo to remove Proposal ID 95, Steinway Model D Concert Grand Piano from consideration.

There was discussion that there be an exploration for a less expensive piano, and encourage the proposer to seek another sources of funding.

The motion passed unanimously.

It was moved by Richard Crapuchettes and seconded by Jeff Lehfeldt to remove Proposal ID 85, Scenario Based Fire Simulator from consideration.

The motion passed unanimously.

It was moved by George Olgin and seconded by Debbie Luttrell-Williams to recommend that the district pursue funding with outside agencies for Proposal ID 81, Computers and Camera for Film Production, and Proposal ID 93, Sports Broadcasting Television Equipment.

The motion passed unanimously.

It was moved by Kevin Anderson and seconded by Karen McCord to not move forward with Proposal ID 98, Ebook Readers.

Ayes: 8

Noes: 1 (Michael Wyly)

The motion passed.

It was then moved by Michael Wyly and seconded by Debbie Luttrell Williams that when we reject Item #98, Ebook Readers, that we note in our rejection that we inadvertently cited a lack in security and software as compelling reasons for voting against it.

There was discussion that the question of security and software were not necessarily the compelling reasons for all Council members for not recommending that the proposal go forward but that what was presented in the proposal did not sufficiently address concerns about the overall proposal.

Ayes: 1 (Michael Wyly)

Noes: 7

Abstain: 1 (George Olgin)

The motion was defeated.

It was then moved by Richard Crapuchettes and seconded by Debbie Luttrell-Williams to send the list forward with recommendations noted in our minutes.

The motion passed unanimously.

Instructional Equipment	Total Cost	Shared Governance Council Recommendation
Memory Upgrade for MAC Laptop Computers	\$1,123	SPC Fund ASAP – this is an urgent need
90g Flammable Cabinet for Storage of Flammable Liquids at Vallejo Center	\$2,478	SPC Fund ASAP – this is a safety issue
Storage Containers for ceramic materials: Art Dept.	\$600	Move forward
New Incubator for Microbiology and Biology at Vallejo Center	\$20,907	Move forward
New Refrigerator/cooler for Science classes at Vallejo Center	\$3,876	Move forward
JLG 20 am /AC Vertical Mast Push Around Lift	\$6,500	Move forward
Epson 3880 Printers, light, & shelf for Photography Rm 503 & VVCT	\$3,726	Move forward
Equivalent Rock and Mineral Kits for Course Offering GEOL 002	\$5,000	Move forward
Sports Broadcasting Television Equipment.	\$15,362	Fund only if City isn't funding under MOU agreement
iMac Replacements for Photography	\$37,528	Move forward
Ebook readers	\$60,000	Recommend do not support
Computers and Cameras for Film Production	\$16,200	Fund only if City isn't funding under MOU agreement
Marley Floor for Dance Production Class	\$4,093	Move forward
Classroom Camera Obscura	\$350	Move to facilities to further vetting
Mobile Computer lab for the Vallejo Center: Classroom set of New Laptops and laptop cart for Vallejo Center	\$68,000	Recommend do not support
Meeting Consumer Language Needs (Rosetta Stone for Spanish)	\$25,000	Look at providing through Contract Ed
Strategic Proposal for Modernization and Update of the Clinical Simulation Center	\$140,000	Recommend do not support
Human Services E Proposal	\$46,500	Recommend do not support
Steinway Model D Concert Grand Piano	\$100,000	Recommend do not support
Scenario Based Fire Simulator	\$9,558	Recommend do not support
TOTAL	\$566,801	

Facilities

It was moved by Debbie Luttrell-Williams and seconded by Jeff Lehfeltd to explore additional funding options for Proposal ID 67, Repair Smart Classroom, 1311.

The motion passed unanimously.

It was moved by Jeff Lehfeltd and seconded by Richard Crapuchettes to move forward for funding Proposal ID 65, Gates in Fence on the East Side of the Sculpture/Ceramics Yard, Building 1300.

The motion passed unanimously.

Facilities	Total Cost	Shared Governance Council Recommendation
Repair Smart Class Room in 1311	\$4,326	Explore additional funding options
Gates in Fence on the East side of the Sculpture/Ceramics Yard building 1300	\$5,000	Move forward for funding
TOTAL	9,326	

Strategic Proposals

It was moved by Richard Crapuchettes and seconded by Jeff Lehfeltd to move forward with the entire list with the exception of Proposal ID 101, EOPS Lending Library/Lab and Proposal ID 77, Library Textbook Reserves, which are to be moved into instructional equipment considerations.

There was discussion that Council members would like to discuss some of the proposals. It was also noted that some of the items in Proposal ID 101 and Proposal ID 77 were supplies, and may need to be extracted and funded by other sources.

Ayes: 2 (Richard Crapuchettes, Jeff Lehfeltd)

Noes: 7

The motion was defeated.

It was moved by Debbie Luttrell-Williams and seconded by Robin Darcangelo to move forward with Proposal ID 94, First-Year Experience Pilot, Year 3.

There was discussion relating to concerns of funding positions with strategic proposal funds (currently release time), and if this proposal should be institutionalized. It was noted that it does take a minimum of three years for meaningful assessments.

The motion passed unanimously.

It was moved by Michael Wyly and seconded by Kevin Anderson to move forward Proposal ID 100, Supplemental Instruction in 2014-15 for First Year Experience Courses.

It was noted that the recommendation of the Shared Governance Council would be to also provide training both for faculty and supplemental instructors.

The motion passed unanimously.

It was moved by Robin Darcangelo and seconded by Debbie Luttrell-Williams to move forward Proposal ID 87, Embedded Tutors in Basic Skills Math.

It was noted that there are embedded tutors in the First Year Experience proposal, so it is important to make sure this is not funded twice from two different proposals.

The motion passed unanimously.

It was moved by Maire Morinec and seconded by Robin Darcangelo to move forward Proposal ID 71, Child Development and Family Studies Student Workforce Development.

The Council asked that the S/P Cabinet consider Perkins funding for this proposal.

The motion passed unanimously.

It was moved by Maire Morinec and seconded by Karen McCord to move forward Proposal ID 78, Chemistry Open Lab Hours for Students.

The motion passed unanimously.

It was moved by Richard Crapuchettes and seconded by Robin Darcangelo to move forward Proposal ID 66, Drop-in Writing Lab.

The motion passed unanimously.

It was moved by Maire Morinec and seconded by Debbie Luttrell-Williams to move forward Proposal ID 64, Adjunct Support Center.

The motion passed unanimously.

It was moved by Maire Morinec and seconded by Karen McCord to move forward Proposal ID 96, Tables and Chairs for Room 1645, with consideration for FF&E standards.

The motion passed unanimously.

It was moved by Maire Morinec and seconded by Jeff Lehfeldt to move forward ID 80, Increased Outreach Efforts.

Recommendations from Council:

- Provide detailed budget on how the total amount of the request was determined.
- In considering the shaping of the program, determine what can and can't be used from VATEA funding.
- Recommend that the Cabinet address how funds are being used, and if is the most effective way to execute program.
- Consider institutionalizing.

The motion passed unanimously.

It was moved by Debbie Luttrell-Williams and seconded by Maire Morinec to not move forward Proposal ID 72, Nursing Staff Development.

It was noted that staff development is coming through from the Academic Senate, and this process needs to be honored before allocating Staff Development funds.

Ayes: 7

Noes: 2 (Karen McCord, Jeff Lehfeltdt)

The motion passed.

Strategic Proposals	Total Cost	Shared Governance Council Recommendations
First-Year Experience Pilot, Year 3	\$34,553	Move forward
Supplemental Instruction (SI) in 2014-15 First Year Experience courses	\$22,400	Move forward
Embedded Tutors in Basic Skills Math	\$30,000	Move forward check for overlap with 94
Child Development and Family Studies Student Workforce Development	\$6,560	Move forward with Perkins funding
Chemistry Open Lab Hours for Students	\$11,080	Move forward
Drop-in Writing Lab	\$56,840	Move forward
EOPS Lending Library/Lab	\$15,000	Move to IE and support
Library Textbook Reserves	\$40,000	Move to IE and support
Adjunct Support Center	\$4,210	Move forward
Tables and Chairs for Room 1645	\$17,240	Move forward
Increased Outreach Efforts	\$97,500	Move forward w/recommendations
Nursing Staff Development	\$15,000	Do not fund
TOTAL	\$350,383	

Ongoing Funding

It was moved by Debbie Luttrell-Williams and seconded by Michael Wyly to recommend institutionalizing Proposal 69, Umoja Program Scholars.

The motion passed unanimously.

Proposal Title	Total Cost	Shared Governance Council Recommendation
Umoja Program Scholars	\$150,161	Move to general fund

Proposers from 2013/14 funded Strategic proposals will be asked to come back and give a report to Shared Governance Council. It was also recommended that these reports be presented to the Community as well.

Adjournment

The meeting adjourned at 4:04 p.m.

Respectfully submitted by Laurie Gorman