



**Shared Governance Council  
September 17, 2014  
Special Meeting  
Minutes**

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**Present**

Michael Wyly, James DeKloe, Karen McCord, Kevin Anderson, Jeff Lehfeldt, Richard Crapuchettes, Debbie-Luttrell-Williams, Maire Morinec, Robin Darcangelo

**Absent**

Naser Baig, George Olgin

**Call to Order**

The meeting was called to order at 2:04 p.m. by Chair, Interim Vice President Diane White.

**Approval of Agenda**

It was moved by Maire Morinec and seconded by Jeff Lehfeldt to approve the agenda.

The motion passed unanimously.

**Public Comments**

There were no public comments.

**Board Policy and Procedures 2070 Accreditation**

Dr. Dambrosio, Accreditation Coordinator, presented to the Council, revisions that she is proposing for Accreditation Procedures 2070. Council members asked if they could see what her proposed changes were to the original document. Dr. Dambrosio explained that there is a version with track changes; she will send this out to the Council for their review. This item will come back for further discussion at the October 8, 2014 meeting.

**Accreditation Midterm Report**

Dr. Annette Dambrosio, Accreditation Coordinator, reviewed with Council members the Accreditation Midterm report draft dated September 10, 2014, that when finalized, will be

submitted to the Accreditation Commission by October 15, 2014. Dr. Dambrosio shared that the content has not changed significantly from the first draft, and final updates are still in progress.

Council members provided the following suggestions/comments:

- Change wording that says, “College will do” to “what college is doing.”
- Financial Aid was not part of the Generalist Reorganization.
- Clarification needed on Page 24 regarding online/onsite training—EEO.
- Although Deans have been made aware of SCFA contract language change regarding SLOs and are implementing faculty evaluations per the terms of the October, 2013 agreement between the Faculty Association and the District, the revised evaluation tool has not yet been sent to Human Resources. Jim DeKloe, President of the Faculty Association will take the lost copy of the revised evaluation tool to Wade Larson, Associate Vice President of Human Resources, so that it can be incorporated into the faculty evaluation process.
- Applied Technology and Business is the new name for Career Technical Education.
- List specific groups and members on Page 44 (last two paragraphs).
- Check number of custodians on Page 59. Jeff Lehfeldt said that there are a total of 15.
- Change wording regarding faculty reluctance to complete assessments as the word “reluctance” is subjective. Consider using the wording “The majority of the faculty have completed assessments.”
- Add that the Adjunct Faculty Support Center has been established as a way to increase adjunct awareness of SLOs. Consider citing the workshops. SLO assessments are specifically mentioned in the strategic proposal for the Adjunct Faculty Center. Point out that adjuncts can go to SLO tab for online instructions regarding SLOs. Consider adding the phrase “By the end of Fall 2014 semester, there will be Utube video to help faculty learn how to assess courses.
- Make sure that the Distance Education Recommendation and Planning Agenda information match.
- Dr. Laguerre is currently in the process of revising Section 11.

Dr. Dambrosio thanked the Council members for their comments and input.

It was moved by Jim DeKloe and seconded by Robin Darcangelo to accept the Midterm Report draft dated September 10, 2014.

Aye: 8

Noe: 0

Abstain: Maire Morinec

Absent: 2

The motion passed.

### **Adjournment**

It was moved by Richard Crapuchettes and seconded by Debbie Luttrell-Williams to adjourn the meeting.

The motion passed unanimously.

The meeting adjourned at 3:20 p.m.

Respectfully submitted by Laurie Gorman  
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