



**Shared Governance Council
October 14, 2015
Minutes**

Present

Michael Wyly, Erin Farmer, Kevin Anderson, Karen McCord, George Olgin, Tina Abbate, Richard Crapuchettes, Megan White, Shirley Lewis, Christie Speck, Leslie Minor, Yulian Ligioso, Gregory Brown, Peter Cammish, Yashica Crawford, Stan Arterberry, Patrick Killingsworth, Jocelyn Mouton

Absent

Jeff Lehfeltdt, Elisha Blue

Call to Order

The meeting was called to order at 2:04 p.m.

Approval of Agenda

It was moved by Erin Farmer and seconded by Tina Abbate to approve the agenda as presented.

The motion passed unanimously.

Approval of Minutes

It was moved by Erin Farmer and seconded by George Olgin to approve the minutes of September 9, 2015.

Ayes: 9

Noe: none

Abstain: 1 (Christy Speck)

The motion passed.

Public Comments

There were no public comments.

Interim Superintendent/President's Report

Superintendent/President Stan Arterberry shared the following:

- Beginning October 23, 2015 Interim Superintendent/President Arterberry will hold a series of “Conversations with the Superintendent/President.” The October 23 topic will be campus morale.
- The Executive Management Team has been working on emergency preparedness. Police Chief, Eric Thelan is taking the lead and is working on reconstituting the Safety Committee, updating the Building Coordinator list, and updating the Emergency Response manual.

Karen McCord shared concerns about doors that won't lock without keys. She recommended moving to a card entry key system for all buildings.

Human Resources Update

No report.

Executive Management Team Report

Vice President Leslie Minor reported that the Executive Management Team is currently working on emergency preparedness, safety, and updating policies and procedures to be in compliance with Accreditation.

Budget Update

Patrick Killingsworth, Director of Fiscal Services, reported that Fiscal Services will be presenting to the Board a proposal to hire an outside agency to facilitate collections on delinquent student accounts that are 3-4 years old. The cost will be 20% of what is collected; recovery is approximately 35%.

Michael Wyly asked if services could be made available for disenfranchised students, including a process for directing students to the services. Vice President Leslie Minor and Vice President Gregory Brown will work on providing financial literacy for new students.

Yulian Ligioso, Vice President of Finance and Administration reported that the CCSF 311 has been sent and certified on time. This report is available for viewing on the Finance webpage.

Board Policy/Procedures Updates

Dr. Yashica Crawford, Chief of Staff, reviewed revisions being made to Board Policy 1025, Regular Meetings, and Board Policy 1050, Policy and Administrative Procedures. In addition she reviewed a new policy that has been developed, Board Member Absence from the State, which has not yet been numbered. These will go to the Governing Board for action at their October 21, 2015 meeting.

Board Policy 1025: Addition of Vacaville and Vallejo Centers for locations of Board meetings and Board meeting time limits.

Board Policy 1050: Addition that the Board shall regularly assess its policies and reserves the right to direct revisions of the administrative procedures if they are inconsistent with the Board policies.

New Policy- Board Member Absence from State: Includes time limits, and allowable exceptions.

Novus Agenda Paperless Board System

Dr. Yashica Crawford, Chief of Staff, shared that the College will be moving to an electronic agenda management system (NovusAgenda) for Governing Board agendas and minutes. It is a web-based application that is compliant with any device, including tablets. The target date to begin using this system is the November 18, 2015 Board meeting.

SSSP Report

Jocelyn Mouton, Dean of Counseling & Special Services presented an overview of the Student Success & Support Program (SSSP). Dean Mouton explained that this came out of the Student Success Initiative and is intended to help students succeed and improve graduation and transfer rates. Dean Mouton is currently working on the program and budget plan for 2015/16, which is due October 31, 2015. The anticipated budget allocation for 2015/16 is \$1.18 million.

Proposed Name Change for Shared Governance Council: *College Governance Council*

Dr. Leslie Minor, Vice President of Academic Affairs (Chair), reviewed the proposal to change the name of the Shared Governance Council to “College Governance Council,” as the term “shared governance” is not a term that appears in law or regulation. Education Code Section 70902(b) (7) calls on the Board of Governors to enact regulations to “ensure faculty, staff, and students the right to participate effectively in district and college governance.” The statewide Academic Senate has stated that the term “shared governance” can take on many meanings, and has suggested that its use be curtailed in favor of more precise terms.

It was moved by Michael Wyly and seconded by Shirley Lewis to change the name of the Shared Governance Council to the College Governance Council.

Ayes: 9

Noes: 1 (Richard Crapuchettes)

Abstain: None

The motion passed.

The name change will be recommended to the Executive Management Team and then to the Governing Board.

Governing Board Meeting Report

Dr. Leslie Minor, Vice President of Academic Affairs (Chair), gave a brief report of the October 7, 2015 Governing Board Study Session, and noted:

- October is designated as Pilipino month.
- The budget report was presented and approved by the Board.
- Groundbreaking for the Theater Building construction will be on October 21, 2015.

Adjournment

The meeting adjourned at 3:41 p.m.

Respectfully submitted by Laurie Gorman

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