



**College Governance Council  
February 8, 2017  
Minutes**

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**Present**

John Siefert, Maire Morinec, Sal Abbate, Neil Glines, Anna Castro (subbing for Jacob Hinkle), Peter Cammish, Celia Esposito-Noy, Ed.D., Richard Crapuchettes, Jeff Lehfeltdt, Michael Wyly, Erin Farmer, Radmehr Nowroozi, Tonmar Johnson, Gregory Brown, David Williams, Ph.D.

**Absent**

Kevin Anderson, Jacob Hinkle

**Call to Order**

The meeting was called to order at 2:03 p.m. by Superintendent-President Celia Esposito-Noy, Ed.D.

**Approval of Agenda**

Two items were added under #5 Other:

- Electrical Power
- Federal Funding related to “Safe Havens”

It was moved by Maire Morinec and seconded by Jeff Lehfeltdt to approve the agenda as amended.

The motion passed unanimously.

**Approval of Minutes**

There following changes were made to the January 25, 2017 minutes:

- Add Maire Morinec to the list of members present
- Correct the spelling of John Seifert’s name
- Change the section under to College Planning Priorities to reflect that Erin Farmer seconded the motion.

It was moved by Jeff Lehfeltd and seconded by Maire Morinec to approve the January 25, 2017 minutes with corrections.

The motion passed unanimously.

### **Public Comments**

There were no public comments.

### **Review of Process of Evaluation and Approval of International Baccalaureate [IB] degree Credit(s) at Solano Community College**

Michael Wyly explained that the International Baccalaureate (IB) is a high school college prep program similar to the AP program. The Statewide Academic Senate has developed a list of honors designations for IB classes and asked that local senates adopt a policy and provide this information in their college catalogs, class schedules and on their websites. Solano College is currently granting IB credits, however procedures need to be developed and posted on the SCC website and included in the catalog and schedule of classes.

Dr. David Williams, Academic Affairs Consultant, will work with Shannon Beckham, Dean of Enrollment Services, to develop procedures and post information on the College website, in the catalog and schedule of classes.

### **Institutional Review Board Procedures**

Council members discussed the Institutional Review Board policy and procedures that were brought for information at the January 25, 2017 College Governance Council meeting.

#### **Comments/Questions**

- The policy page indicates an adoption date in April 2009, however there is no policy number assigned. Has this been approved by the Governing Board?
- Should the name “Institutional Review Board” be used (this is a federal term) or changed to another name, such as “Research Review Committee”?
- What is the impact for the Research and Planning?

Dr. David Williams will meet with Peter Cammish and LaNae Jaimez to review these comments/questions. Once the procedures are finalized, the policy and procedures will be taken to the Governing Board for approval.

Any other questions regarding the policy and procedures should be sent to Dr. David Williams.

## **Accreditation Update**

Dr. David Williams, Academic Affairs Consultant, shared that the Accreditation Self Study site visit will take place October 2-5, 2017. Dr. Williams is currently putting together an Accreditation Newsletter that will be sent out campus wide. The writer of the report, Melissa Reeve is working on the first draft of the report. Dr. Saki Cabrera has been coordinating the evidence.

Jeff Lehfeltd indicated that he would like to participate in reviewing the review. Dr. Williams will forward this to Melissa Reeve.

## **Other**

### **Electrical Outage**

One of the College's transformers has malfunctioned and several campus buildings are without power. Classes and offices in the buildings affected have been moved to other buildings. Dr. Esposito-Noy stressed the importance of not cancelling classes as apportionment is affected if a class fall below the 48 hour minimum requirement.

A replacement transformer will be installed this Saturday, February 11. Superintendent-President, Dr. Celia Esposito-Noy thanked Facilities for the tremendous job they have been doing during the outage.

### **Safe Havens and Federal Funding**

There was discussion regarding schools that have designations as "Safe Havens" and the possible implication this might have for federal funding. Academic Senate President Michael Wyly referred to the resolution that the Academic Senate presented to the Governing Board recommending that the College be designated as a "safe sanctuary" location.

Superintendent-President, Dr. Celia Esposito-Noy suggested that Curt Johnston, Executive Director of the Solano College Educational Foundation come to a Council meeting and share scholarship and donation opportunities that may be available to students through the Educational Foundation. Dr. Esposito-Noy also shared that FERPA is very specific in terms of what information can be released regarding students, and that it is important the staff be aware that they should not be releasing any information regarding students at the college.

## **Adjournment**

There being no further business, the meeting was adjourned at 3:14 p.m.

Respectfully submitted by Laurie Gorman, Executive Coordinator, Academic Affairs  
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