

SHARED GOVERNANCE COUNCIL MEETING

Minutes – December 12, 2007

Board Room 2:30 – 4:00 p.m.

Members Present: **Academic Senate**–Gail Kropp; **ASSC**– Harjot Sandhu; Lillian Nelson; **CCA/CTA/NEA**– Diane White; **CSEA**–Cynthia Simon; **Local 39**–Jeffery Lehfeltdt; **Management**–Shirley Lewis, Esq.; **Resource Persons**–Mazie Brewington; Jay Field; Kathy Rosengren; Rich Christensen, Ed.D.; Lisa Waits, Ed.D.; Charles Shatzer, Ph.D.; and Nora O’Neill; **Superintendent/President**–Gerry Fisher

Members Absent: **Minority Coalition**–Sal Alcalá and Kevin Anderson;

1. (a) **Call to Order/Selection of Timekeeper**

The meeting was called to order at 2:36 p.m. by Superintendent/President Gerry Fisher. No Timekeeper was chosen for the meeting.

(b) **Approval of Agenda**

It was moved by Gail Kropp and seconded by Diane White to approve the Agenda for the meeting. The motion carried unanimously.

(c) **Approval of Minutes**

It was moved by Gail Kropp and seconded by Cynthia Simon to approve the Minutes of the November 28, 2007, SGC Meeting. The motion carried unanimously.

2. **Facilities Use Policies, Board Policy Series 1100**

VP Brewington stated that the period of time for groups to present their questions in connection with the Procedures to Policy 3380, Civic Center and Other Facilities Use, had been extended and advised that Shirley Lewis had brought forth several concerns. Shirley Lewis stated that VP Brewington had handled all of Shirley’s issues very well and that she is now in support of the policy. VP Brewington informed SGC of two recommendations from Shirley Lewis that were to be incorporated into the Procedures; i.e., (1) in connection with the direct costs for students’ events, it was agreed that an evaluation form would be created for the groups to provide feedback on the service they received for their event; and (2) because some student groups are very small and do not have the funds necessary for the events, the impact of these procedures will be monitored with regard to their functions.

Gail Kropp stated that the Academic Senate representative was Scott Parrish and inquired as to whether or not he had been invited to the meetings. Both VP Brewington and Shirley Lewis stated that he had been invited to the meetings; however, Shirley Lewis said that he did not attend the meetings. Jeff Lehfeltdt stated that the Local 39 representative was Kelly Trujillo and asked if he had been invited to the meetings. Again, VP Brewington and Shirley Lewis

confirmed that he was invited to the meeting; however, he did not attend. Jeff indicated that he had not had a chance to speak with Kelly Trujillo prior to this SGC meeting.

VP Waits stated she needed clarification as to exactly what was to be evaluated; i.e., the group using the SCC facilities or SCC? Shirley Lewis again clarified that the purpose of the evaluation was to determine how well SCC delivered their services vis-à-vis the direct costs that the group paid to use the SCC facilities.

Lillian Nelson advised that the students felt the Procedures to Policy 3380 would limit community involvement on this campus and suggested that the policy and procedures should be reviewed often. Harjot Sandhu advised that the people who coordinated the fundraiser for the Peru Earthquake victims advised him that the paperwork required under the new Procedures would be too extensive for them to pursue future use of the SCC facilities for fundraising purposes.

At the completion of the discussion on this subject, S/P Fisher stated that he felt there was agreement on the Procedures to Policy 3380. VP Brewington pointed out that adjustments were made to the co-sponsorship for ASSC and stated that the Subcommittee felt the policy could go forward with the agreement that it will continue to be evaluated by both the users and the Task Force with regard to how the process is working. It was discussed that the Task Force should be disbanded because their work has been completed, and discussion ensued concerning the creation of a permanent Subcommittee of SGC for the purpose of continuing the evaluation process of the Procedures.

Lillian Nelson moved to adopt the Procedures and form an SGC Subcommittee to monitor the ongoing evaluation of the effectiveness of the Procedures. S/P Fisher suggested he appoint a committee consisting of SGC members and Management to evaluate the process. Diane White stated she felt the members of the SGC were overcommitted on committees and suggested the subject be considered regularly on the SGC Meeting Agendas throughout the Spring 2008 semester. Lillian Nelson withdrew her previous motion, and Diane White presented a motion for the SGC to routinely evaluate the process of the Procedures to Policy 3380 by having the subject placed on the SGC agenda once each month during Spring 2008 to monitor its effectiveness. Lillian Nelson seconded the motion. The motion passed unanimously.

Discussion then ensued as to the need to approve VP Brewington's original request to approve the change of the of Policy 3380 to Policy No. 1195 in order to move it from the 3000-Series Board Policies and place it in its more appropriate place in the 1100-Series Board Policies. However, in order to present a more succinct version of the 1100-Series Policies, it was suggested that Policy No. 3380 actually be changed to Policy No. 1110. It was moved by Lillian Nelson and seconded by Shirley Lewis to approve the Policy number change from 3380 to 1110. The motion passed unanimously.

S/P Fisher then reiterated the Policy 1100-Series, which will be forwarded to the Governing Board, to be as follows:

1100 Community Services Classes

1110	Civic Center and Other Facilities Use
1120	Facility Use – Sales of Alcoholic Beverages on Campus
1130	Facility Use – Facilities Naming Opportunities in Recognition of Support to the College

3. **ERP/Banner Status of Go-Live** – Gerry Fisher

S/P Fisher advised SGC that the Finance Department and HR Department will be on Banner when we return from Winter Break on January 3, 2008. He stated that the Payroll will come from the Legacy System for January, February and March, with parallel testing being done in Banner. The April 1, 2008, payroll check run will be completely done in Banner. Finally, he stated that March 31, 2008, is the go-live date for the Student system in Banner for summer and fall registration all being done in Banner.

4. **Board Policy Updates, Series 3000** -- Mazie Brewington

VP Brewington presented Stage 1 of her updates to Board Policy Series 3000 to the SGC as information.

5. **Review of Governing Board Agenda** – Gerry Fisher

S/P Gerry Fisher reviewed the Governing Board Agenda for December 19, 2007, with the Shared Governance Council.

6. **College Area Reports/Announcements:**

➤ **Superintendent/President** – Gerry Fisher

S/P Fisher informed SGC that, at the December 5, 2007, Governing Board meeting, neighbors from the Oakwood neighborhood across the street from the SCC campus presented their concerns in connection with new Policy 1080, Animals on Campus. He stated that it is very likely the neighbors will again be at the December 19, 2007, Governing Board meeting to reiterate their concerns as the Policy is brought to the Governing Board as information at that meeting.

➤ **ASSC** – Lillian Nelson

Harjot Sandhu advised that ASSC held its last meeting for this semester, and Dr. Waits was the key speaker at that meeting. He also stated that ASSC voted to endorse Proposition 92.

➤ **Academic Affairs** – Kathy Rosengren

IVP-AA Kathy Rosengren stated this was her last SGC meeting and that Dr. Robin Steinback is the new VP-AA. Dr. Steinback will be attending the January SGC meeting.

➤ **CCA/CTA/NEA** – Diane White

Diane White thanked Kathy Rosengren for working with the CCA/CTA on resolving problems and stated that the combined efforts of Kathy Rosengren, Gerry Fisher and Rich Christensen provided a great environment for discussion and problem solving. Diane also stated that there seems to be some confusion on campus committees regarding roles and responsibilities. She suggested that a training that clearly outlines responsibilities and areas of jurisdiction for each committee take place for people serving on committees in order to avoid the overstepping of boundaries that has been prevalent recently on campus.

➤ **CSEA** – Cynthia Simon

No report.

➤ **Local 39** – Jeffery Lehfeltdt

No report.

➤ **Management** – Shirley Lewis

No report.

➤ **Minority Coalition** – Sal Alcala and Kevin Anderson

Absent

➤ **Student Services** – Lisa Waits

Lisa Waits reminded the SGC members that there will be limited service to students on January 3 and 4, 2008, and that the Grand Opening for Building 400 is scheduled for February 6, 2008.

➤ **Human Resources** – Rich Christensen

Rich Christensen informed SGC that the HR Department is in the process of implementing People Admin for recruitment to allow the hiring process to be paperless. The program will be going live in Spring 2008.

➤ **Academic Senate** – Gail Kropp

Gail Kropp thanked and recognized IVP-AA Kathy Rosengren for all of her work over the years for the College and especially the Academic Senate. She stated that the Academic Senate had held their last meeting for the Fall 2008 Semester where they agreed to support the revised enrollment priorities and discussed the catalog rights of students.

➤ **Technology & Learning Resources** – Jay Field

No report.

➤ **Workforce & Community Development/Foundation/Community Services** – Charles Shatzer

Charles Shatzer reported that the Foundation raised \$51,046 in the Second Holiday Auction of the SCC Foundation.

➤ **Administrative and Business Service/FABPAC** – Mazie Brewington

Mazie Brewington advised that, at the last FABPAC meeting, the prioritization process for 2008/09 was discussed; and, the Budget Development Calendar was reviewed.

7. **Other** – All

SGC acknowledged and thanked the SCC Foundation for the Holiday Party and their support of the Vallejo Center Open House on Saturday, December 8, 2007.

8. **Adjournment** – 4:00 p.m.

GF/no