

SHARED GOVERNANCE COUNCIL MEETING

Minutes – February 13, 2008

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 Lehfeldt; **Management**–Shirley Lewis, Esq.; **Minority Coalition**–Kevin Anderson; **Resource Persons**–Jay Field; Mazie Brewington; Robin Steinback, Ph.D.; Rich Christensen, Ed.D.; Charles Shatzer, Ph.D.; and Nora O’Neill; **Superintendent/President**–Gerry Fisher

Members Absent: **Minority Coalition**–Sal Alcalá; **Resource Person**– Lisa Waits, Ed.D.

Guests: Ross Beck, Catherine Fites, Sally Bailey, Steve Dawson, Bob Myers, Frank Kitchen and two new ASSC Senators: Cecilia Panduro, Humanities Senator; and Mike Nelson, Business Senator

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

The meeting was called to order at 2:30 p.m. by Superintendent/President Gerry Fisher.

(b) Approval of Agenda

It was moved by Harjot Sandhu and seconded by Kevin Anderson to approve the Agenda for the meeting. The motion carried unanimously.

(c) Approval of Minutes

It was moved by Shirley Lewis and seconded by Harjot Sandhu to approve the Minutes of the January 30, 2008, SGC Meeting. The motion carried unanimously.

2. Board Policy Updates

The following Human Resources Series 4000 Policies, updated by Rich Christensen, HR Director, were approved as presented:

4300	Drug-Free Workplace	Revise
4310	Americans with Disabilities	Revise
4420	Extended Day & Summer School Employment	Revise
4440	Student Intern Instructors/Counselors	Revise
4540	Sabbatical Leaves	Delete (Covered in CBA)
4700	The Classified Service	Delete (Covered in Policy 4002)
4730	Compensation and Related Benefits	Delete (Covered in CBA)
4740	Leaves	Delete (Covered in CBA)
4750	Vacation and Holidays	Delete (Covered in CBA)
4760	Layoff of Employees	Delete (Covered in CBA)
4770	Disciplinary Action	Delete (Covered in Policies 4774 & 4775)
4790	Whistleblower Protection	New

Discussion on the following Human Resources Series 4000 Policies, presented by Rich Christensen, was postponed to the February 27, 2008, SGC Meeting for the reasons stated below:

4430 Termination of Temporary and Substitute Employees

CTA President Diane White advised that the CTA lawyers are reviewing this policy.

4530 Reemployment

CTA President Diane White advised that the CTA lawyers are reviewing this policy.

4775 Disciplinary Action – Academic Employees

CTA President Diane White advised that the CTA lawyers are reviewing this policy.

4774 Disciplinary Action – Classified Employees

CSEA President Cynthia Simon stated that CSEA was concerned that they were being held to a higher standard, and they would like the policy to refer back to the Collective Bargaining Agreement and also send it to CSEA headquarters for review.

3. **Board Policy 5055 and Procedures, Enrollment Priorities**

It was moved by Lillian Nelson and seconded by Gail Kropp to approve Policy 5055, Enrollment Priorities and its accompanying Procedures. The motion carried unanimously.

4. **Animals on Campus Policy No. 1080**

It was moved by Lillian Nelson and seconded by Harjot Sandhu to send this subject back to the original SGC Subcommittee for development of a policy that is more in line with the Governing Board's intentions of addressing the neighbors' desire to walk their dogs around the perimeter of the campus and to get to the City of Fairfield Linear Park behind the SCC baseball field. Rich Christensen will arrange for the Subcommittee's first meeting and provide them with the necessary background documents. The Subcommittee members will elect a chairman at their first meeting. The members of the Subcommittee are as follows: Lillian Nelson, Shirley Lewis, Kevin Anderson, Cynthia Simon, Jeff Lehfeldt and Thomas Bundenthal.

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

S/P Gerry Fisher reviewed the Governing Board Agenda for February 20, 2008, with the Shared Governance Council.

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

➤ **Superintendent/President** – Gerry Fisher

S/P Fisher informed SGC that he has received a letter from the Accrediting Commission in response to the Team Visit last November and advised that he has met with the members of the Executive Council and the SCC presidents, who were signatories on the Progress Report. He will be meeting with Harjot Sandhu soon to apprise him of the information. S/P Fisher explained the information contained in the ACCJC letter and stated that copies will be made available to everyone. Finally, S/P Fisher stated that SCC is scheduled for a regular Mid-Term Report this fall.

- **ASSC** – Harjot Sandhu and Lillian Nelson
Harjot Sandhu advised that ASSC had their Club Promo Day and the Senate held their retreat for their new members. He introduced two of the new Senate members: Humanities Senator Cecilia Panduro and Business Senator Mike Nelson.
- **Academic Affairs** – VP Robin Steinback
No report.
- **CCA/CTA/NEA** – Diane White
No report.
- **CSEA** – Cynthia Simon
Cynthia Simon expressed concern that CSEA has quite a few positions still open, specifically 5 positions plus Purchasing. S/P Fisher advised that each position is being reviewed on a case-by-case basis and some have been identified as necessary for the District. He also stated that there is no across-the-board hiring freeze.
- **Local 39** – Jeffery Lehfeldt
No report.
- **Management** – Shirley Lewis
No report.
- **Minority Coalition** – Kevin Anderson
No report.
- **Student Services** – Lisa Waits
Absent
- **Human Resources** – Rich Christensen
No report.
- **Academic Senate** – Gail Kropp
Gail Kropp advised that the Academic Senate met on February 11, 2008. They held a welcome celebration for new Vice Presidents Steinback and Waits. Also at that meeting, VP Waits presented new Board Policy No. 5055, Enrollment Priorities. Gail also stated that the Academic Senate raised concerns about the Rules, Regulations and Procedures that accompany the new Facilities Use Policy. S/P Fisher informed SGC that the Governing Board has requested one more meeting with the Facilities Task Force. After that meeting, the Procedures for the Facilities Use Policy will return to the Governing Board for approval of the fees. Lillian Nelson stated that the Students also had concerns about the Procedures; however, she reminded SGC that it has been agreed in SGC that those Procedures would be reviewed on a regular basis.
- **Technology & Learning Resources** – Jay Field
No report.

- **Workforce & Community Development/Foundation/Community Services** – Charles Shatzer
Charles Shatzer advised that the Foundation has elected new officers and adopted new By-Laws and reminded SGC that February is Payroll Deduction Campaign Month. He also stated that, in March, the Foundation will be launching their Alumni campaign.
- **Administrative and Business Service/FABPAC** – Mazie Brewington
No Report

7. **Other** – All

8. **Adjournment** – 4:15 p.m.

GF/no