



**Shared Governance Council
March 19, 2014
SPECIAL MEETING
Minutes**

Present

Michael Wyly, Kevin Anderson, Karen McCord, Debbie Luttrell-Williams, George Olgin, Jeff Lehfeldt, Diane White, Richard Crapuchettes, Maire Morinec

Absent:

James DeKloe, Gabriel Johnson, Kyle Todd, Robin Darcangelo, Yulian Ligioso, Peter Cammish

Call to Order

The meeting was called to order at 2:04 p.m. by Chair, Interim Vice President Diane White. Interim Vice President White welcomed Michael Wyly, who is the incoming Academic Senate President for 2014-15. Mr. Wyly will be taking part in the Strategic Proposals discussion and rankings.

Approval of Agenda

It was moved by Maire Morinec and seconded by Debbie Luttrell-Williams to approve the agenda as presented.

The motion passed unanimously.

Student Services Reorganization

Chief Student Services Officer, Shirley Lewis, reviewed with the Council the proposed Student Services reorganization that will be going to the Governing Board. The reorganization includes a reclassification of 11 positions to Student Services Generalist, Range 13. It has been approved by CSEA. This reorganization will help the College meet the requirements of the Student Success Initiative.

Strategic Proposals – Initial Discussion

Chair, Interim Vice President Diane White began discussion on the strategic proposals by noting that there are 37 proposals and if the Council would like to discuss all of them, there would need to be a time limit set for approximately 2 minutes each.

Also a special meeting would need to be called for March 26, 2014, to discuss final rankings and make recommendations to the Superintendent/President's Cabinet.

It was moved by Maire Morinec and seconded by Richard Crapuchettes to look at all the proposals with a time limit of 2 minutes each.

The motion passed unanimously.

It was then moved by Maire Morinec and seconded by Jeff Lehfeldt to hold a special meeting on March 26, 2014 to discuss final rankings and make recommendations to the Superintendent/President's Council.

The motion passed unanimously.

Any questions regarding the proposals should be emailed to Laurie Gorman, who will then send them out to the proposers.

Adjunct Support Center

Comments: \$2,000 stipends could be a contractual issue

Gates in Fence on the East Side of the Sculpture/Ceramics Yard Building 1300

Comments: Former dean signed off on building remodel before this was completed
Should possibly be a Facilities issue and not a Strategic Proposal

Drop-in Writing Lab

Comments: Clear success thus far and is very beneficial to students
Should consider other sources of funding/institutionalizing
Have many other labs. Are all of them efficient? How are we evaluating efficiency?

Repair Smart Classroom in 1311

Comments: This room was just remodeled.
Remodel did not include new speakers; current speakers are not working well

UMOJA Program Scholars

Comments: Should be institutionalized and moved to general fund
There are 6 positions in the proposals, could have collective bargaining issues

Mobile Computer Lab for the Vallejo Center

Comments: One time funding
Already have two labs at the Center that are not in use all the time
Why is a specific Chemistry lab needed at the Center?

Child Development and Family Studies Student Workforce Development

Comments: Good program, should be funded

Nursing Staff Development

Comments: Staff development funding has already been given to Nursing Staff, curriculum changes have not taken place
What are the major curriculum changes that need to take place?

Strategic Proposal for Modernization and Update of the Clinical Simulation Center

Comments: Have received grant funding for upgrades and modernization; current equipment is fairly new
Does this modernization fit under Measure Q?

JLG am/AC Vertical Mast Push Around Lift

Comments: Existing one is too heavy to move around.
Outdated equipment should be updated

Meeting Consumer Language Needs (Rosetta Stone)

Comments: Should refer to Contract Education
Already teach Spanish Courses
Consider developing a conversational Spanish course

Human Services E Proposal

Comments: What is the security plan against theft?
Should consider using computer lab instead and having software loaded in iPads have limited capabilities

Library Textbook Reserves

Comments: Textbook reserves are needed by students
Consider requesting publisher copies for reserves
What happens when a textbook is outdated?
What is library textbook acquisition amount per year?
Textbooks cannot be removed from Library

Chemistry Open Lab Hours for Students

Comments: Staff related, affects collective bargaining agreement
Could work study students work in the lab?
This is chemistry specific with students working with chemicals in the lab
Is this supplemental instruction?

Memory Upgrade for MAC Laptop Computers

Comments: Need upgrades in order to run program

Increased Outreach Efforts

Comments: Is this a marketing proposal?
Should consider institutionalizing with additional permanent staffing
How was budget derived?
Need more detailed budget information

Computers and Camera for Film Production

Comments: Serves a small number of students
May be important in terms of the quality of instruction
Better fit for Instructional Equipment
Look at what is provided in MOU with City of Fairfield

iMac Replacements for Photography

Comments: Better fit for Instructional Equipment
Technology upgrades should be funded from sources other than Strategic Proposals
Should be folded into Technology Plan for upgrades

Epson 3880 Printers, Light and Shelf for Photography, Room 503 and VVCT

Comments: Large amount of money for small number of students served
This new technology reduces hazardous waste costs to College

Storage Containers for Ceramic Materials: Art Department

Comments: These are supplies that should come out of the School Budget

Scenario Based Fire Simulator

Comments: Not needed per Advisory Committee

Equivalent Rock and Mineral Kits for Course Offering Geol 002

Comments: Fits more into instructional supplies

Embedded Tutors in Basic Skills Math

Comments: Part of Institutional responsibility in Basic Skills
Amount seems high, may be good to have Instructional Assistants help with this

New Refrigerator/Cooler for Science Classes at Vallejo Center

Comments: Should be part of general fund budget

New Incubator for Microbiology and Biology at Vallejo Center

Comments: Necessary for program

90g Flammable Cabinet for Storage of Flammable Liquids at Vallejo Center

Comments: Needed for Safety

Obtain Funding to Purchase 7 Force Transducers for Physiology Lab Experiments at VVC

Comments: Remove from consideration; funded by 2013/14 Instructional Equipment

Sports Broadcasting Television Equipment

Comments: Has received Perkins funding in past for equipment
Check MOU with City of Fairfield to see if this would be covered under that agreement

Steinway Model D Concert Grand Piano

Comments: Small number of students would use
Consider cheaper model
Would be a large chunk of strategic proposal funding

Tables and Chairs for Room 1645

Comments: Could existing furniture stored in Facilities work for this?

Classroom Camera Obscura

Comments: Requires drilling a hole in the wall
Innovative idea

First Year Experience Pilot, Year 3

Comments: Basic Skills recommendation
Data shows positive success rates
Large proportion is for stipends
Are the social events a gift of public funds?
May be release time issue with 50% rule

Ebook Readers

Comments: Security issue with theft

Marley Floor for Dance Production Class

Comments: Does not fall under Measure Q

Supplemental Instruction in 2014-15 First Year Experience Courses

Comments: Staffed by individuals with at least a B.A. degree
Could use internships for this

EOPS Lending Library/Lab

Comments: Program has doubled
Students in this area demonstrate most need
This resource is extremely helpful to students

Interim Vice President White suggested and the Council concurred with the following recommendations:

1. Move all instructional pilots to 3-year funding on the condition that the Shared Governance Council is provided with scheduled assessment results, either by semester or by year in order to get accurate assessment results.

2. Extract those items that fit under Instructional Equipment for consideration of funding for 2014/15.
3. Move forward with Integrated Planning Processing and consider if Shared Governance Council is the appropriate body to undertake this.

Adjournment

The meeting adjourned at 4:05 p.m.

Respectfully submitted by Laurie Gorman

SGC Minutes March 19, 2014:lg