

# SHARED GOVERNANCE COUNCIL MEETING

Minutes – January 30, 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; Robin Steinback, Ph.D.; 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; Resource Person–Mazie Brewington

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

The meeting was called to order at 2:30 p.m. by Superintendent/President Gerry Fisher. No Timekeeper was chosen for the meeting.

## (b) Approval of Agenda

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

## (c) Approval of Minutes

It was moved by Gail Kropp and seconded by Diane White to approve the Minutes of the December 12, 2007, SGC Meeting. The motion carried unanimously.

## 2. Board Policy Updates (Administrative and Business Services)

In VP Brewington’s absence, S/P Fisher conducted the discussion on the 3000-Series Policies that were updated by VP Brewington. SGC approved the following policies:

Policy No.	Title of Policy	Recommendation	New Policy No.
3350	Gifts & Donations to the District	Revise and Move to 2000-Series Policies	2055
3420	Claims Against the District	Revise and Move to 2000-Series Policies	2160
3500	Records Retention & Destruction	Revise and Move to 2000-Series Policies	2170
3510	Public Records	Revise and Move to 2000-Series Policies	2175
3830	Campus Safety	Revise and Move to 2000-Series Policies	2180

Policy No.	Title of Policy	Recommendation	New Policy No.
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3840	Workplace Violence Plan	Move to 2000-Series Policies	2181
3810	Weapons on Campus	Revise and Move to 2000-Series Policies	2182
3860	Reporting of Crimes	Revise and Move to 2000-Series Policies	2183
3870	Local Law Enforcement	Move to 2000-Series Policies	2184

3. **Board Policy Updates (Human Resources)**

HR Director Christensen presented to the SGC, as information, his updates to Board Policy Series 4000.

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

VP Waits presented to SGC, as information, new Policy No. 5055 and accompanying Procedures, entitled Enrollment Priorities.

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

S/P Gerry Fisher reviewed the Governing Board Agenda for February 6, 2008, with the Shared Governance Council.

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

➤ **Superintendent/President** – Gerry Fisher

S/P Fisher advised SGC that the Animals on Campus Policy, No. 1080, was discussed by the Governing Board at their December 19, 2007, meeting; and, they concluded to return the subject back to the SGC for further consideration and development of a plan for dog owners to walk their dogs on leash on SCC property to connect to the public Linear Park of the City of Fairfield. S/P Fisher suggested having them walk around the perimeter road of the campus and staying off of in-campus areas. He also informed SGC that the Governing Board is concerned about the feral cat population on campus and wanted to make sure the cats are neutered so the feral cat population will eventually be depleted.

S/P Fisher also advised SGC of the parking problems that have been incurred at the Vallejo Center, stating that the District has made arrangements for students to park on the TEAM Chevrolet lot at no charge to us. Also, the District will gravel the vacant lot on the Vallejo Center property to provide for additional parking.

➤ **ASSC** – Harjot Sandhu and Lillian Nelson

Harjot Sandhu advised that ASSC has held its first meeting for this semester and has seated the Senate. They are currently planning a Club Promo Day on February 13 from 10:00 a.m. to 2:00 p.m. in the lobby of the cafeteria and an ASSC Training Retreat on February 12.

➤ **Academic Affairs** – VP Robin Steinback

No report.

- **CCA/CTA/NEA** – Diane White  
No report.
  - **CSEA** – Cynthia Simon  
No report.
  - **Local 39** – Jeffery Lehfeldt  
No report.
  - **Management** – Shirley Lewis  
No report.
  - **Minority Coalition** – Kevin Anderson  
No report.
  - **Student Services** – Lisa Waits  
VP Waits reminded the SGC members that the Grand Opening for Building 400 is scheduled for February 6, 2008, and stated that the main priority for this event was to get students into the building to see where everything is located. They have planned a scavenger hunt for the afternoon, and the prizes include: Bookstore refund on textbooks for four students up to \$750.00 each; Nano Pods, movie tickets, etc. The faculty will be giving invitations to their students.
  - **Human Resources** – Rich Christensen  
No report.
  - **Academic Senate** – Gail Kropp  
Gail Kropp advised that the consensus of the Pilot Assessment of SLO's, which was held on the required Flex Cal day of January 16, was that it was interesting and a good opportunity to discuss with colleagues what is going on in the classrooms. She also stated that the Senate met with the Educational Administrators on January 28, 2008.
  - **Technology & Learning Resources** – Jay Field  
VP Field reported that James "Kimo" Calilan has been hired as the new Manager Technology Specialists for Telecommunications.
  - **Workforce & Community Development/Foundation/Community Services** – Charles Shatzer  
Charles Shatzer advised that February is Payroll Deduction Campaign Month and President's Circle Month. He also reminded everyone about the Buy-a-Brick campaign.
  - **Administrative and Business Service/FABPAC** – Mazie Brewington  
Absent.
7. **Other** – All
8. **Adjournment** – 4:10 p.m.