

# SHARED GOVERNANCE COUNCIL MEETING

Minutes – October 8, 2008

Board Room 2:30 – 4:00 p.m.

## **Members Present:**

**Academic Senate**–Jeffrey Lamb

**CSEA**–Cynthia Simon

**Management**–Shirley Lewis, Esq., Erin Vines

**Resource Persons**–Jay Field; Don Mourton;

Robin Steinback, Ph.D.; Charles Shatzer, Ph.D.;  
and Nora O’Neill

**ASSC**–Lillian Nelson

**Local 39**–Jeffery Lehfeltd

**Interim Supt./President**– Lisa Waits, Ed.D.

## **Members Absent:**

**Minority Coalition**–Kevin Anderson, Sal Alcala

**ASSC**–David Brannen

**CCA/CTA/NEA**–Tom Grube

**Resource Persons**–Mazie Brewington;  
Rich Christensen, Ed.D.

**Guests:** Dave Redfield, Rob Simas, Bob Myers, Mark Feighner, Mary Gumlia, Jocelyn Mouton and Susanna Crawford.

## **1. (a) Call to Order**

Interim Superintendent/President Lisa Waits called the meeting to order at 2:32 p.m.

### **(b) Approval of Agenda**

It was moved by Lillian Nelson and seconded by Jeff Lehfeltd to approve the Agenda for this meeting, as amended to postpone the approval of the Substantive Change Reports for the Vallejo Center and the Aeronautics Program at the Nut Tree, to the October 22, 2008, SGC Meeting. The motion carried unanimously.

### **(c) Approval of Minutes**

Because some questions have been raised by David Brannen about the Minutes of the September 24, 2008, SGC Meeting and all involved parties were not present at this October 8, 2008, meeting, it was recommended to defer the approval of the Minutes of the September 24, 2008, SGC Meeting to the October 22, 2008, SGC Meeting. This recommendation received unanimous approval.

## **2. Accreditation**

Approval of the Substantive Change Reports for the Vallejo Center and the Aeronautics Program at the Nut Tree was postponed to the October 22, 2008, SGC Meeting.

### 3. Strategic proposals from the Enrollment Management and Retention Task Force

The following proposals were presented from members of the Enrollment Management and Retention Task Force:

- (a) **Student-Athletic Study Skills Center Funding**, presented by Bob Myers, which would provide 25 hours per week of supervised tutoring, peer tutoring and study skill development using assistant coaches, who have BA and BS Degrees, as the supervisors of the support program.
- (b) **Add Women's Water Polo**, presented by Bob Myers. Adding Women's Water Polo to the sports program at SCC would work towards increasing Title IX compliance (in proportionality and in planning/adding new women's programs) and will add 15-20 new FTES at SCC.
- (c) **Geographic Information Systems (GIS) Certificate Program**, presented by Mark Feighner, who advised that the U. S. Department of Labor has identified Geographic Information Systems (GIS) as a high-growth industry. In their report published in 2002, the U. S. Department of Labor stated that, in 2002, the market for geospatial technologies was estimated at \$5 billion and projected annual revenues of \$30 billion by 2005, consisting of \$20 billion in the remote sensing market and \$10 billion in the geographical information systems (GIS) market. In 2007 the Labor Market Information Division of the Employment Development Department, State of California, also identified geospatial (GIS) as one of the 12 high-growth sectors in California. This proposal recommends that Solano Community College, in line with the Educational Master Plan, develop a strong Geography Department and a GIS Certificate Program.
- (d) **Enhancing Pathways for Success: The High School-to-College Connection**, presented by Rob Simas, who advised SGC that this is a multi-pronged approach to enhancing the transition from high school to college, which will involve the implementation of the K-16 Bridge Program and participation in CalPASS (California Partnership for Achieving Student Success).
- (e) **Umoja Program**, presented by Jocelyn Mouton, who explained the need for Solano Community College to further its commitment to the Umoja Program by providing funding and program oversight staffing for a variety of Umoja activities. Umoja (a Kiswahili word meaning unity) is a community and critical resource dedicated to enhancing the cultural and educational experiences of African American and other students. Umoja believes that when the voices and histories of students are deliberately and intentionally recognized, the opportunity for self-efficacy emerges and a foundation is formed for academic success. Umoja actively serves and promotes student success for all students through a curriculum and pedagogy responsive to the legacy of the African and African American diasporas.
- (f) **Promoting Student Success in Mathematics**, presented by Susanna Crawford. The program assessment for mathematics contained in SCC's Educational Master Plan puts forth six planned "faculty directions," all of which relate to developing a strong Developmental Math Program. Those six "faculty directions" are as follows:

- (1) Improve student success by assessment and accurate placement of students into classes
- (2) Support staff development
- (3) Explore alternative teaching methods to better meet diverse needs and skill levels
- (4) Continue to improve the quality of instruction in math classes
- (5) Provide fundamental and advanced courses
- (6) Hire additional qualified adjuncts and additional full-time faculty as we continue to expand our course offering.

The proposal outlines steps that will need to be taken in order for these “faculty directions” to succeed.

- (f) **Revised Student Support Services**, presented by Mary Gumlia. This proposal suggests researching and writing a U. S. Department of Education Title III Strengthening Institutions Grant, which would develop a framework for addressing SCC’s institutional research needs, lack of cohesive planning and duplication of some program services. The proposal further recommends the formation of a Title III Grant Committee, comprised of the Superintendent/ President, VP-Academic Affairs, VP-Students Services, Director of Institutional Research and Planning, Dean of Financial Aid, Student Development Director and Counseling Faculty. Other College representatives may be added as necessary.

SGC members had opportunities to ask each of the presenters questions concerning their respective subjects. It was agreed that this subject would return to the next SGC meeting for further discussion as to how these proposals should be handled.

#### 4. Review of Governing Board Agenda

IS/P Waits distributed the Agenda for the October 15, 2008, Governing Board Meeting but did not discuss it with the Shared Governance Council due to time constraints.

#### 5. College Area Reports/Announcements:

**Interim Supt./President** – Lisa Waits

No Report.

**ASSC** –Lillian Nelson/David Brannen

With regard to the Accreditation Report process, Lillian Nelson advised SGC that, a couple of years ago, SCC had an Accreditation Response Team that was in the format of SGC, where everyone participated in it. That is when the Academic Senate said they would be the keepers of the Accreditation Report.

**Academic Affairs** – Robin Steinback

No Report.

**CCA/CTA** – Tom Grube

Absent.

**CSEA** – Cynthia Simon

With regard to the Accreditation Reports, Cynthia stated that her employees noticed that the Reports acknowledged Fiscal Services and Human Resources but did not acknowledge the hard work of Financial Aid, Admission and Records and the

Administrative Assistants. Dr. Waits thanked Cynthia for pointing this out and advised that the oversight had been in error. By way of these SGC Minutes, Dr. Waits acknowledged the work of the Financial Aid staff, the Admission and Records staff, and the Administrative Assistants on the preparation of the Accreditation Reports.

**Local 39** – Jeff Lehfeldt

No Report.

**Management** – Shirley Lewis

No Report.

**Minority Coalition** – Sal Alcalá/Kevin Anderson

Absent.

**Student Services** – Don Mourton

No Report.

**Human Resources** – Rich Christensen

No Report.

**Academic Senate** – Jeff Lamb

Jeff Lamb reported that the Academic Senate is working on fleshing out their Accreditation Committee and are looking at creating a committee that would use SGC representatives as its motor since SGC was so effective in its input. He stated that the Academic Senate might ask SGC for constituent areas to assist with the Accreditation preparation.

**Technology & Learning Resources** – Jay Field

No Report.

**Workforce & Community Development/  
Foundation/Comm. Svc.** – Charles Shatzer

No Report.

**Administrative and Business Services/  
FABPAC** – Mazie Brewington

Absent.

6. The meeting was adjourned at 4:20 p.m.

LW/no