

**SHARED GOVERNANCE COUNCIL and ACADEMIC SENATE
JOINT MEETING**

Minutes – March 25, 2009

Board Room 2:30 – 4:00 p.m.

Members Present:

Academic Senate–Jeffrey Lamb, Gail Kropp, Thom Watkins, Carl Ogden, Mike Goodwin, Louis McDermott, Joseph Conrad, Robin Arie-Donch, Debbie Kalish, Michael Wyly, Sandy Rotenberg, Erin Duane, Ferdinanda Florence, Lisa Giambastiani

Management–Shirley Lewis, Esq., Erin Vines

SCFA-Melissa Reeve

Minority Coalition- Kevin Anderson, Sal Alcala

CSEA-Cynthia Simon

ASSC-Lillian Nelson, David Brannen

Local 39 – Jeff Lehfeldt

Resource Persons – Dr. Robert Jensen, ISP; Ross Beck, Rich Christensen, Ed.D.; Jay Field; Charles Shatzer, Ph.D.; Robin Steinback, Ph.D.; Lisa Waits, Ed.D.; Judy Anderson

Members Absent: **Resource Person**–Nora O’Neill

Guests: Philip Andreini, Judy Anderson-Recorder

1. (a) Call to Order

Dr. Jensen called the meeting to order at 2:30 p.m.

(b) Approval of Agenda

It was moved by Dave Brannen and seconded by Lillian Nelson to approve the agenda for this meeting. The motion carried unanimously.

(c) Approval of Minutes

It was moved by Dave Brannen and seconded by Thom Watkins to approve the minutes of the March 11, 2009, SGC Meeting with the following amendment from Lillian Nelson:

ASSC is aware that there have been committees on campus that should have had student representation and have not. ASSC acknowledges that, especially with so many new employees, there is a “lack of awareness about the procedures by which students are formally appointed to participatory/shared governance committees.” The procedure is simple: the committee needs to email the information to Dr. Shirley Lewis, the ASSC advisor. She will inform ASSC and they will designate a representative. Committees cannot simply select a student representative from the SCC student population. Constituent groups select their representatives; therefore, ASSC selects its representative.

To aid in the dissemination the information about the process, ASSC proposes that it will have an email sent \$ALL with this information.

Dr. Jensen asked Lillian to email the statement to him and it will be distributed to the campus community. The motion carried unanimously. Dr. Jensen said he will have Ms. Nelson’s

statement attached to the March 11 minutes. Due to the length of the minutes, he added that Ms. Anderson asked about its content and format. He said the meeting minutes should be a summary and an essence of the meeting. Any handouts will be included in it. A member can access the tape-recorded meeting if he/she wants the full meeting.

2. ACCJC: School Closure Report

The Chair reported that a School Closure Report is required to be submitted along with the Show Cause Report. He asked Mr. Tom Henry to attend and give a summary of the report. Mr. Henry said the closure report is based on the ACCJC's manual and contains all the elements it requires. The reason why the closure report is being released now is because based on prior experience, the closure report took up valuable time of college faculty and staff when the Show Cause Report is the focal point.

After brief review by the members, there were a few questions asked relative to how student records will be maintained, revisions to names, title, etc., and clarification on employees' various benefits. The comments and edits were forwarded to Tom Henry. Dr. Jensen said both the School Closure and Show Cause Reports will be presented to the Board on March 30 and hand-carried to the ACCJC by April 1.

3. Accreditation: Show Cause Report

The second draft of the report is on the intranet as of this afternoon.

Dr. Jensen reported that Erin Farmer is working on finishing Recommendation #6. He thanked her for all her efforts and enjoyed working with her. With the time for adding text and evidence over, the team is only looking for errors & omissions now.

Mr. Jeff Lamb said Dr. Douglas Houston, Supt/President of Lassen College came, reviewed, and offered valuable input, and many changes were made after Dr. Houston looked at the draft. Mr. Lamb asked to be sent all typos and grammatical errors to him. He also strongly encouraged comments and anything else that could be inserted as evidence because they can be added to the next draft after the ACCJC team visits.

There was discussion on what constitutes evidence, comments about format. Ross Beck explained that a group is working on producing an index. The elements are: final report, an index of evidence, the evidence, and a signature page. All these will go to Rob Simas who will digitize it.

Jeff Lamb thanked all the working groups for providing precise and complete evidence. Dr. Jensen indicated that everything, for the time being, will be kept in the Superintendent/President's office.

Motion by Charles Shatzer, and seconded to accept the draft Show Cause Report. Motion carried unanimously. Motion by Sal Alcala, and seconded by Robin Arie-Donch to accept the School Closure Report. Motion carried unanimously. Both documents were vetted by SGC and are being forwarded to the Interim Supt/President with recommendations accepted. The Interim Supt/President will forward and present both reports to the Governing Board.

4. Budget Cut Matrix

Dr. Jensen reported that at the next FABPAC meeting (April 1) the revised budget development calendar for 2009-10 will be presented. It was revised at the last Executive Cabinet meeting. We know we're a couple months behind. FABPAC will also be given the latest proposed budget cuts for 2008-09 and a projection for 2009-10. Dr. Lisa Waits distributed a handout on the second draft of proposed cuts—the items are not ranked. There are two lists: Things and People.

Dr. Waits said all dollar amounts are from the January 31 burn report. Dr. Jensen went over the “Things List.” Discussion ensued on the first item, change online platform, because it's already been revised. This item needs additional time and is projected to roll over to 2010-11. There is dialogue starting in the Academic Senate. The item engages at the global and philosophical level on how we're going to do things. What do we outsource? What are the fiscal implications? Dr. Jensen said that all ties back to what is our decision-making process—this was one of the findings in the show cause.

Another discussion followed on philosophical issue of the theater program's existence—should we subsidize it? It's a co-curricular program that is community-based—should it receive general fund dollars? The college has a children's program: co-curricular or it's the “lab” for ECE. Can the college afford it? Should there be a distinction between a co-curricular program and the categorical program—and should the general fund supplement either of them? Cynthia Simon advised caution that certain categorical programs serve specific populations on campus.

Dr. Jensen explained that theater programs and community service classes have worth and can be subsidized (for example, increase fees). When making a decision about what college course to offer versus a community service class, we cannot justify the community service class, but there are ways to keep it by being entrepreneurial. The same goes for contract education and economic development.

Dr. Jensen went over the “People List.” All vacancies were swept. When we are all finished, we are going to lose positions and things. Workload will need to be redistributed and realigned. He emphasized that when the permanent Supt/President arrives, it will take time to acquaint and absorb everything—a re-organization won't happen immediately. But, somehow, we have to sustain the college for the next 12 to 18 months.

Do the targeted positions include salary and benefits? Yes, and the salary was based on the higher-end of the salary schedule. Dr. Jensen said FABPAC will see the list, plus a revised budget calendar. He said FABPAC will need to meet more frequently. He also emphasized that the other items with question marks are all options to consider. A question was asked about any golden handshake offers. It only works if the college doesn't re-fill those positions.

The answer to our problem is to increase FTES. The faculty can help by modifying its scheduling and average class size. Solano should be able to do the same things as other comparable community colleges state-wide. Dr. Jensen said the District will be able to cut its way (the budget) to address the deficit, but it must increase FTES in a cost-effective way to survive long-term.

Due to time constraints, the remainder of the agenda was tabled.

5. Other

6. College Area Reports/Announcements:

Superintendent/President: none

ASSC: none

Academic Affairs: none

CCA/CTA: none

CSEA: none

Local 39: none

Management: none

Minority Coalition: none

Student Services: none

Human Resources: none

Academic Senate: none

Technology & Learning Resources: none

Workforce & Community Development/Foundation: none

Administrative & Business Services/FABPAC: none

The meeting was adjourned at 4:10 p.m.

RB/ja