



## Minutes from

### Shared Governance Council

**April 13, 2011**  
**Board Room**  
**2:00 – 3:30 p.m.**

**Members of the Shared Governance Council Present:**

**Minority Coalition**

1. Kevin Anderson

**Faculty**

1. Lou McDermott (Academic Senate)

**Administration**

1. Jeffrey Lamb
2. Zandra Gilley

**Classified**

1. Debbie Luttrell-Williams (CSEA)
2. Rich Augustus (Local 39)

**Students**

1. Jennifer Sandoval
2. John Glidden

**Superintendent/President**

1. Jowel Laguerre

**Resource Persons**

1. Arturo Reyes, EVP, ASA
2. Yulian Ligioso, VP, F&A
3. Peter Bostic, Exec Dir, IA
4. Jeff Lamb, Dean, AS&LR

**Not in Attendance**

1. Karen McCord      Karen Ulrich

AGENDA TOPIC	PURPOSE	OUTCOME
<b>1. (a) Call to Order</b>  <b>(b) Approval of Agenda</b>  <b>(c) Approval of Minutes</b> <ul style="list-style-type: none"> <li>&gt; January 26, 2011</li> <li>&gt; February 23, 2011</li> <li>&gt; March 9, 2011</li> </ul>	Action  Action  Action	Called by Dr. Laguerre at 2:10.  Approved Approved with one change on March 9 <sup>th</sup> : Luttrell-Williams was not present
<b>2. Budget Update</b>  – Yulian Ligioso	Update	Mr. Ligioso gave an update on the budget by reporting that FABPAC recommended that we look at the worst case scenario presented by the state budget. Shared the college is looking at outsourcing the bookstore as called for in the People and Things list. President Luttrell-Williams corrected the fact that the dialog with CSEA has not yet started.
<b>3. Accreditation – Self-Study (October 2011)</b>  – Jeff Lamb	Update	Dr. Lamb provided an update on the self-study and wants the Council to meet on July 13 <sup>th</sup> for final action. Forums on accreditation are being held and more attendance is encouraged.
<b>4. PERT (Process Evaluation &amp; Review Team) and IPP (Integrated Planning Process)</b>  – Jeff Lamb and/or Chris Myers	Update	Dr. Lamb shared the evaluation of PERT with a designed rubric. He reported that improvement has been made in the process. Donna Vessels created a users' manual for administrative assistants and there will be a training session on it.
<b>5. Proposed Change of Titles for Faculty</b>  – Thom Watkins	Information	The Senate proposed to the Board of Trustees to have the title of faculty change from instructor to Assistant Professor or Professor. The board will act on the request at its next regular meeting. There were questions about the cost to the district of the change, especially in ordering new business cards and the time it will take personnel to make the

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		change.
<b>6. Climate Commitment</b>  – Betsy Julian	Information	This item was postponed until Dr. Julian can be present to address it.
<b>7. Status of the TAACCT Grant</b>  – Betsy Julian	Information	Dr. Laguerre gave an update on the college's efforts to secure a consortium grant for \$20M with four other institutions. He shared that this effort is being led by Professors DeKloe and Re.
<b>8. Emergency Preparedness Information</b>  – Rachel Dwiggins-Beeler	Information	A report was given on the college's efforts to be better prepared in case of emergencies. Training will be provided for Disaster Service Worker and CERT training will follow. The committee will be expanding to add necessary members to it.
<b>9. SGC Membership Survey</b>  – Chris Myers	Information	Dr. C. Myers indicated that President Laguerre asked that we approach SGC to conduct a survey of the effectiveness of the Council in meeting its goal. The Survey will be sent electronically to each member.
<b>10. Educational Master Plan</b>  – Arturo Reyes	Information	EVP Reyes shared that a group has met with MIG, the company that did our last Ed Master Plan. We are interested in engaging the firm's service to update the current plan and to update it regularly. The membership will be expanded.
<b>11. Committee Updates</b>  – Jeff Lamb	Information	Dr. Lamb has updated the committee list and will ask that the committees be streamlined and developed a goal at the beginning of the year. We will encourage them to post minutes and agenda on MySolano. Each committee ought to show how it is connected to the mission and goal of the college. The different plans will be likewise evaluated.
<b>12. Review of Agenda for the April 20, 2011, Governing Board Meeting</b>  – Dr. Laguerre	Information	The board agenda was reviewed.
<b>13. College Area Reports/Announcements:</b> <ul style="list-style-type: none"> <li>• <b>Superintendent/President</b> – Dr. Laguerre</li> <li>• <b>ASSC</b> –Lexi Parmer &amp; John Glidden</li> <li>• <b>Academic Senate</b> – Thom Watkins</li> <li>• <b>SCFA</b> – Tom Grube</li> <li>• <b>CSEA</b></li> </ul>	Information	<p>Nora O'Neill is no longer with us. Committee members should expect to hear from Dr. Laguerre in regard to the meeting.</p> <p>Elections to be held between 4/4 and 4/15. Hands across California will be held on 4/17 starting at 12 with a BBQ and then the event at 2. Napa Valley College students will join SCC students for the event.</p> <p>The Academic Senate will ask the faculty to vote on a new by-laws and will have elected a VP by the end of the year. The Senate held a forum on the reorganization.</p> <p>No report!</p> <p>Members are concerned about how the reorganization will</p>

AGENDA TOPIC	PURPOSE	OUTCOME
<ul style="list-style-type: none"> <li>– Debbie Luttrell-Williams</li> <li>• <b>Local 39</b> <ul style="list-style-type: none"> <li>– Rich Augustus</li> </ul> </li> <li>• <b>Management</b> <ul style="list-style-type: none"> <li>– Erin Vines &amp; Zandra Gilley</li> </ul> </li> <li>• <b>Minority Coalition</b> <ul style="list-style-type: none"> <li>– Kevin Anderson &amp; Karen McCord</li> </ul> </li> <li>• <b>Human Resources</b> <ul style="list-style-type: none"> <li>– Karen Ulrich</li> </ul> </li> <li>• <b>Academic &amp; Student Affairs</b> <ul style="list-style-type: none"> <li>– Arturo Reyes</li> </ul> </li> <li>• <b>Finance &amp; Administration and FABPAC</b> <ul style="list-style-type: none"> <li>– Yulian Ligioso</li> </ul> </li> <li>• <b>Institutional Advancement</b> <ul style="list-style-type: none"> <li>– Peter Bostic</li> </ul> </li> </ul>		<p>affect them.</p> <p>No report!</p> <p>ALG held a work session on the strategic plan. Another work session is scheduled for May 26 to work on outcomes for 2011-2012.</p> <p>The coalition held a student forum in March and co-sponsored Peace Walk and Graduation for minority students on May 22. All are invited.</p> <p>Unable to attend the meeting.</p> <p>Enrollment Management hosted a group of Boys and Girls Club members as part of a college tour. The visiting students were quite and their supporters were quite impressed. Deans are working on program discontinuance process.</p> <p>Accounting Manager has been hired in the person of Judy Yu who will start on April 25. FABPAC is completing work on the budget survey and that will be posted.</p> <p>E. D. Bostic announced that Dee Álarcon will serve as president of the foundation board. He shared the program and brochure for the celebration of the sixty-fifth anniversary.</p>
<p><b>14. Adjournment</b></p>		<p>Meeting adjourned at 3:45</p>