



Shared Governance Council
March 27, 2013
Minutes

Present

Maire Morinec, Kevin Anderson, Gabriel Johnson, Richard Crapuchettes, Yulian Ligioso, Diane White, Jowel Laguerre, Connie Barron-Griffin, George Olgin, Lisa Raquel, Peter Cammish, LaNae Jaimez, Robin Darcangelo, James DeKloe

Absent:

Karen McCord, Debbie Luttrell-Williams, Jeff Lehfeltdt, Waleed Arif

Call to Order

The meeting was called to order at 2:05 p.m. by the Chair, Interim Vice President Diane White.

Approval of Agenda

It was moved by Kevin Anderson and seconded by Maire Morinec to approve the agenda as presented. The motion passed unanimously.

Approval of Minutes

It was moved by Maire Morinec and seconded by LaNae Jaimez to approve the minutes of March 13, 2013 as presented. It was agreed that those members who were not at the meeting would abstain.

Ayes: LaNae Jaimez, Marie Morinec, James DeKloe

Noe: None

Abstain: Kevin Anderson, Gabrielle Johnson, Richard Crapuchettes, George Olgin, Robin Darcangelo

The motion was approved.

Public Comments

None

Measure Q Executive Bond Manager Position

The Measure Q Executive Bond Manager position was presented for information at the February 20, 2013 Shared Governance meeting and was brought back for action.

It was moved by Maire Morinec and seconded by Jim DeKloe to approve the Measure Q Executive Bond Manager position.

The motion passed unanimously.

Governing Board Policies Series 1000 and 2000

Governing Board Policies Series 1000 and 2000 were brought for information at the February 20, 2013 meeting. Since that meeting, the ad hoc committee of the Governing Board reviewed the policies and recommended that the following policies be brought back at a later time for review by the Council:

- Selection of Superintendent-President
- Participation in Local Decision Making

It was moved by Richard Crapuchettes and seconded by Maire Morinec to approve the following Governing Board policies in Series 1000:

- Political Activity
- Auditor
- Legal Counsel
- Building Dedication Plaques

The motion passed unanimously.

It was moved by Maire Morinec and seconded by Richard Crapuchettes to approve the following Governing Board policies in Series 2000:

- Superintendent-President Succession
- Presentation of Initial Collective Bargaining Proposals

The motion passed unanimously.

Strategic Proposals Feedback Process Update

Peter Cammish asked for an update regarding feedback from constituents. LaNae Jaimez shared that she has been getting feedback on MyGroups. Confidential comments can be sent by email or in letter format to mailboxes.

Review of Conflict of Interest Law Related to Alternates for Council Members and Strategic Proposals Selection Process

It was moved by Gabriel Johnson and seconded by Jim DeKloe to move this agenda item from #6 to #5.

The motion passed unanimously.

Chair, Interim Vice President White, shared with the Council *Title 2, Division 6, California Code of Regulations Section 18730 Provisions of Conflict of Interest Code* as it relates to alternates and the strategic proposal process. Shared Governance Council is bound by the Brown Act, so these provisions do relate.

It was moved by Jim DeKloe and seconded by Richard Crapuchettes to discuss this for a maximum of 10 minutes.

The motion passed unanimously.

There was discussion about advocating vs. voting and specifically whether a member of the Shared Governance Council could advocate for their own Strategic Proposal, and whether or not it would it is appropriate to rank or vote.

Chair Vice President White stated that the Council should be very mindful of the College's Code of Ethics, which does contain a conflict of interest clause. ACCJC is trying to develop within institutions the importance of separating personal interests from the interests of the institution. Even if it is not the letter of the law, it is the spirit of the law. The Council should be mindful about conflicts. When it comes down to voting on something that benefits someone personally, it might be better to avoid the appearance of conflict.

After further discussion it was the consensus of that Council that there were three elements to be addressed: ranking (scoring), discussion of proposals, and voting.

It was moved by Jim DeKloe and seconded by George Olgin that during the ranking of strategic proposals a representative of an interest group that stands to benefit from the proposal will be able to speak to the proposal during the Shared Governance meeting, but will not rank nor vote on the proposal.

Aye: 3

Noe: 5

The motion was defeated.

It was then moved by Jim DeKloe and seconded by Gabriel Johnson that a representative of an interest group that stands to benefit from the proposal will be able to rank the proposal and speak to the proposal during the Shared Governance meeting, but will not vote on the proposal.

It was moved by Jim DeKloe and seconded by Richard Crapuchettes to extend the discussion for 3 minutes only.

The motion passed unanimously.

Jim DeKloe moved to close debate.

Roll Call Vote

Aye: Jim DeKloe, Kevin Anderson

Noe: George Olgin, LaNae Jaimez, Gabriel Johnson, Robin Darcangelo, Maire Morinec, Richard Crapuchettes

Abstain: Lisa Raquel, Connie Barron-Griffin

The motion was defeated.

A motion for reconsideration of the original motion was made by Jim DeKloe and seconded by Richard Crapuchettes.

Aye: LaNae Jaimez, Jim DeKloe, George Olgin, Richard Crapuchettes, Gabriel Johnson, Maire Morinec, Robin Darcangelo

Noe: Kevin Anderson

Abstain: Lisa Raquel, Connie Barron-Griffin

Absent: Karen McCord, Debbie-Luttrell Williams, Jeff Lehfeldt, Waleed Arif

The motion for reconsideration passed.

A motion was then made by Jim DeKloe and seconded by LaNae Jaimez to place the original motion on the table.

Original motion: During the ranking of strategic proposals a representative of an interest group that stands to benefit from the proposal will be able to speak to the proposal during the Shared Governance meeting, but will not rank nor vote on the proposals.

The motion passed unanimously.

There was discussion concerning alternates for members. Chair, Interim Vice President White explained to the Council that the Brown Act allows for members to attend meetings by teleconference; however there is no provision for alternates. If a member is unable to attend,

someone can attend in their place, but their presence will not count toward a quorum nor will that individual have voting rights.

It was moved by Maire Morinec and seconded by LaNae Jaimez that in the event that a consistent group representative cannot attend a Shared Governance Council meeting they can send a representative to the meeting for public comments, but that they cannot be counted toward a quorum or for voting purposes.

There was discussion concerning the importance of each constituent group member being present at the meetings. ACCJC is looking for stability within our functions and having the same people part of the conversations for rating proposals, etc., and not having people coming and going.

Aye: 7

Abstain: 1 (Kevin Anderson)

The motion passed.

Chair Vice President White will send out an email to supervisors to let them know that attendance for Shared Governance Council members is a priority and it is very important for members to attend.

There was a question regarding proxy voting. LaNae Jaimez stated that the Academic Senate had looked into this and found that neither substitutes nor proxies were allowed.

Review of Brown Act

Council members were given copies of the Brown Act (in its entirety) for their review. Chair, Interim Vice President White will bring back a summary at the next meeting.

Task Force on Committees Update

Barbara Fountain reviewed with the Council proposed procedures for all campus Committees. This was brought for information and will return for action at the next meeting. The idea behind the procedures is to have a standard of operating procedures for all committees. A prime objective is to improve communication and tie into accreditation and institutional planning, making sure that all committees having minutes of meetings, and the minutes can be easily found when needed.

Electronic Transcripts

Barbara Fountain shared a proposal to begin providing electronic transcripts through the company Credential Solutions. This would raise the cost by \$2.00 per transcript. The benefits are:

- Complying with new state law that requires electronic transcript processing
- Cost savings of approximately \$5,000 in staffing costs; \$4,000 on transcript paper and envelopes; and yearly expenditures of \$1,500 vs. \$5,600 using alternative service
- Correctly charging for all transcript requests; currently many are free due to limitations in Banner
- \$5,000 mini grant awarded if completed by end of June 2013
- Faster transmission to other schools (3 day max)
- Reduced error rate
- Increased security

It was moved by Robin Darcangelo and seconded by George Olgin for the adoption of the process and purchase of the Credential Solutions Electronic Transcript Suite.

The motion passed unanimously.

Student Services Council Mission Statement

Barbara Fountain shared the proposed mission statement for Student Services:

Solano Community College Student Services provide comprehensive and individualized services to include access to a variety of resources and continuous support for all students. Our services aim to assist a diverse student population in the successful achievement of their educational goals.

It was moved by Maire Morinec and seconded by Robin Darcangelo to approve the Student Services mission statement.

The motion passed unanimously.

Agenda Items for May 8, 2013 Meeting

- Administrative Procedures for Committees – Action (B. Fountain)
- Summary of Brown Act – Information (D. White)

Governing Board Agenda – April 17, 2013

The April 17, 2013 Governing Board Agenda will be sent out via email.

Adjournment

It was moved by Maire Morinec and seconded by Richard Crapuchettes to adjourn the meeting.

The meeting adjourned at 3:55 p.m.

Respectfully submitted by Laurie Gorman