



**Shared Governance Council
March 11, 2015
Minutes**

Present

Michael Wyly, James DeKloe, Kevin Anderson, Karen McCord, George Olgin, Tina Abbate, Jeff Lehfeltd, Casey Bess, Dr. Shirley Lewis, Christie Speck, Dr. Leslie Minor, Dr. Jowel Laguerre, Wade Larson, Peter Cammish, Maire Morinec, Barbara Fountain, Leigh Sata, Erik Visser, Phil Cello, Roger Clague

Absent

Richard Crapuchettes, Jolleena Lewis

Call to Order

The meeting was called to order at 2:08 p.m. by the chair, Dr. Leslie Minor, Vice President of Academic Affairs.

Approval of Agenda

It was moved by Jim DeKloe and seconded by Casey Bess to approve the agenda.

The motion passed unanimously.

Approval of Minutes

It was moved by Jim DeKloe and seconded by Shirley Lewis to approve the minutes of February 11, 2015.

The motion passed unanimously.

Public Comments

There were no public comments.

Superintendent/President's Report

Dr. Laguerre spoke about enrollment opportunities and the importance of recruitment, outreach and follow-up. There are many opportunities for enrollment opportunities:

- Regular outreach

- Dixon High School
- Middle College High School. Vacaville will have three cohorts beginning Fall 2015 for a total of 180 potential students. Fairfield will have two cohorts for a total of 120 potential students.
- Mare Island Technical Academy
- Prison (Correspondence courses and criminal justice classes for employees)
- Sheriff's Office and training guards in Criminal Justice. (Maire Morinec noted that she has contacted the Sheriff's Department a couple of times, but has not received a response. She will talk with Thomas Watkins and Yulian Ligioso regarding a contact person.)
- Juvenile Detention Center
- Winters High School
- Benicia High School
- Automotive Programs in Benicia and Fairfield
- Travis Air Force Base.

Dr. Laguerre shared that the college has just received notification from the National Science Foundation that the College has been awarded \$622,715 in scholarship funds for students in the STEM (Science, technology, engineering, and mathematics) fields. Dr. Laguerre expressed his gratitude to the many individuals who contributed to the success of the grant, specifically acknowledging Dr. John Yu, Cynthia Garcia, Jose Ballesteros, Charles Spillner and Jane Chen.

Human Resources Update

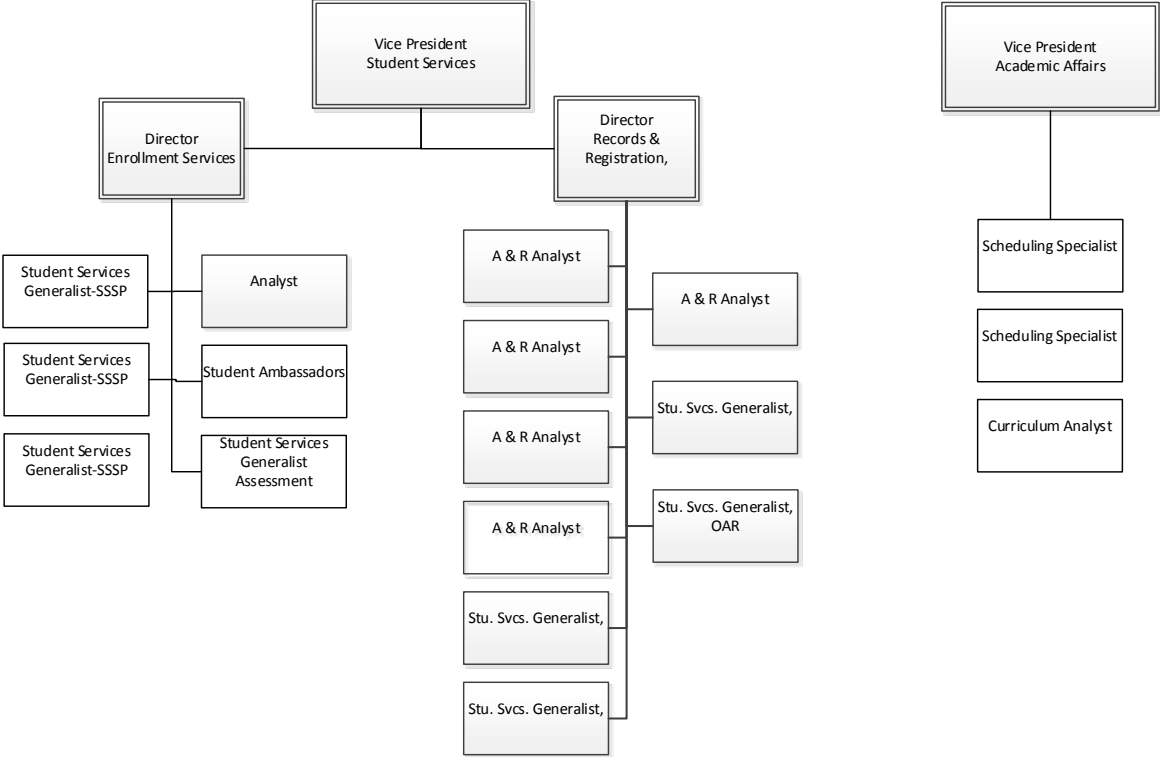
Wade Larson, Associate Dean of Human Resources, shared that it is being proposed that Admissions and Records be restructured and split it into two areas, (1) Enrollment Services, and (2) Records and Registration, to better serve the outreach and recruitment needs of the college. There is a neutral cost change to the restructuring.

Under Enrollment Services there would be a director, three new generalist positions (funded under SSSP), the Student Services Assessment Generalist, student ambassadors and the Admissions and Records Analyst for International Education. Tina Abbate noted that there is an additional analyst in Admissions and Records that works with International Education, and asked if this position would also be moved to the new unit. Wade Larson will look into this.

The Curriculum Analyst and two Scheduling Specialists will be moved to Academic Affairs, and placed under the supervision of the Vice President of Academic Affairs.

The current Associate Dean of Admissions and Records position would be changed to Director, Records and Registration.

Solano Community College
 Student Services 2014 – 15
 Proposed Restructuring of Admissions and Records



Jim DeKloe left the meeting at 2:30 p.m. Quorum was maintained.

Budget Update

No Report

Technology Plans

Roger Clague, Chief Technology Officer, shared the plans that are in place for technology upgrades and enhancements:

- Installation of Ute logy classroom management tool that can control all equipment in the classroom remotely.
- Large copiers to be placed in every building for group printing. This will replace individual printers, and dramatically cut down on printing costs.

- College Wide Network Infrastructure upgrade to be completed by December 2015.
- Replacement of end of life phones by Spring 2016
- Staff and faculty computer replacements by December 2015
- Virtual Desktop Systems
- Library technology modernization, webrarians, rich streamed media, virtual drop in labs, tablet checkout, eBooks
- Shared Learning Pilot – Fall 2015
- 21st Century Classrooms
- Next Generation Web as part of rebranding by January 2016
- New Mobile app in testing

Men's and Women's Tennis Program

Erik Visser and Phil Cello shared plans to start a Tennis Program at SCC that will generate 20-25 additional full-time students to the College. There is an existing MOU between SCC and Cello International Tennis Academy. By the start of the program in 2016 CCTEF is projected to have raised \$45,000 and will continue to raise approximately \$30,000 per year. Costs for program are approximately \$15,000 per year.

Courses (will be taught by an adjunct):

- Fall 2015: Advanced Tennis (1 unit) – Open to public for enrollment
- Spring 2016: Intercollegiate Tennis (2 units) – Must be on Tennis Team

The proposal will be shared with the Associated Students and then to the Governing Board, first for information in April, 2015 and then for approval in May, 2015.

Measure Q Equity and Inclusion Procurement Guidelines for Contractors

Leigh Sata, Executive Bonds Manager, updated the Council on Measure Q:

Biotechnology and Science Building at Vacaville Center

A full STEM curriculum is being added and will be housed in a multidisciplinary science building connected to the existing Center.

Auto Technology Building at the Vallejo Center

- Due to the success of the program, the number of service bays are increasing from 11 to 15. The project is being relocated to the Northgate property; it will be the first project at the CTE campus.

Fairfield Campus

- ✚ Construction is beginning this summer on the new Performing Arts building.
- ✚ Replacement of ducting has been completed in the 800 and 1500 Buildings. Ducting will be replaced in Buildings 100, 500, 700, 1400 and 1600 this summer.
- ✚ A roof repair plan is being developed, along with room conversions to a 21st Century learning environment.

Tina Abbate left the meeting at 3 p.m. Quorum was maintained.

Senate Revisions to Code of Ethics

Michael Wyly reviewed the Code of Ethics revisions that were presented at the February 2015 Shared Governance Council meeting. It is being brought back now for action.

Kevin Anderson expressed concern regarding the revisions, as all other groups except faculty were satisfied with the original and current Code of Ethics. Michael Wiley explained that faculty had concerns with the original Code of Ethics and so were now going through the process of submitting their proposed revisions, which they felt were more academic friendly.

It was moved by Shirley Lewis and seconded by George Olgin that the Code of Ethics be approved as submitted.

Ayes: 6 (George Olgin, Karen McCord, Jeff Lehfeldt, Christie Speck, Michael Wyly, Casey Bess)

Noes: 1 (Kevin Anderson)

Abstain: 1 (Karen McCord)

Absent: 4 (Richard Crapuchettes, Jolleena Lewis, James DeKloe, Tina Abbate)

The motion passed.

Emergency Hiring Procedures

Council members reviewed the Faculty Hiring procedures, which now include proposed emergency hiring procedures.

It was moved by Shirley Lewis and seconded by George Olgin to approve the emergency hiring procedures for faculty.

Ayes: 6

Noes: 0

Abstain: 2 (Jeff Lehfeltdt, Casey Bess)
Absent: 4 (Richard Crapuchettes, Jolleena Lewis, James DeKloe, Tina Abbate)

The motion was passed.

Michael Wyly will forward the procedures to Wade Larson, Associate Dean of Human Resources.

Revisions to Prerequisite and Corequisite Procedures

Michael Wyly, Academic Senate President, reviewed the Prerequisite and Corequisite procedures that were revised by Joseph Conrad and then vetted and approved by the Curriculum Committee. The document has also been reviewed in relation to specifications provided by the Community College League Policy and Procedure Service.

It was moved by Shirley Lewis and seconded by Christie Speck to approve the revisions to Board Procedures 6023, Prerequisite, Corequisites, and Course Advisories.

Ayes: 7

Noes: None

Abstain: 1 (Jeff Lehfeltdt)

Absent: 4 (Jim DeKloe, Tina Abbate, Richard Crapuchettes, Jolleena Smith)

The motion passed.

Michael Wyly will now submit this to the Ad Hoc Committee on Policies.

Strategic Proposals – 2014/15 Reports and 2015-16 Requests

Deferred to the next meeting.

Board Policy and Procedures 4215, Smoking on Campus – Report from Ad Hoc Subcommittee

Deferred to the March 2015 Shared Governance Council meeting.

Governing Board Meeting Agenda – March 18, 2015

The agenda for the March 18, 2015 Governing Board meeting was not available for review.

Adjournment

It was moved by Casey Bess and seconded by Shirley Lewis to adjourn the meeting.

The motion passed unanimously.

The meeting adjourned at 4:07 p.m.

Respectfully submitted by Laurie Gorman

SGC March 11, 2015:lg