

SHARED CONSULTATION COUNCIL
 STRATEGIC PLANNING ~ POLICY & PROCEDURE APPROVAL ~ ISSUE MANAGEMENT ~ CAMPUS COMMUNICATION
Wednesday, March 9, 2011 3:00 – 4:00pm Room L246S

SWC Mission Statement

Southwestern Community College District serves a diverse community of students by providing a wide range of dynamic and high quality educational programs and comprehensive student services.

Membership

x	Denise Whittaker, Co-Chair, Interim Sup./President	ex	Corey Breininger, Bus., Professional & Tech. Ed.
x	Angelina Stuart, Co-Chair, Academic Senate President		Vacant, Continuing Ed., Economic & Workforce Dev.
x	Mark Meadows, VP for Academic Affairs	x	Scott Finn, Counseling & Personal Development
	Vacant, VP for Business & Financial Affairs	ex	Jennifer Harper, Health, Exercise & Athletics
x	Michael Kerns, VP for Human Resources	x	Randy Beach (for Leslie Yoder), Language & Literature
x	Angelica Suarez, VP for Student Affairs	x	Karen Cliffe (for Lukas Buehler), MSE
x	Manuel Lopez, ASO President		Vacant, Social Sciences & Humanities
x	Victoria Lopez*, Presiding Chair, Council of Chairs	x	Diane Gustafson, Instructional Support Services
x	Trish Axsom, Academic Affairs at Large	x	Terry Davis, SCCDAA Rep.
x	Irma Alvarez, Center Rep., (HEC, SY, OM, NC)	x	Andy MacNeill, SCEA Rep.
x	Bea Zamora-Aguilar, Student Services at Large	x	Bruce MacNintch, CSEA Rep.
ex	Mark Sisson, Arts & Communications	x	Patti Blevins, Confidential Rep.
x	Mink Stavenga, IPRC Co-Chair / AOC Co-Chair	x	Patti Larkin for Debbie Trujillo, Classified Administrator Rep.
x	Linda Hensley, IPRC Co-chair	x	Patricia Flores-Charter, SLO Coordinator
x	Ron Vess, AOC Co-Chair	ex	Linda Gilstrap*, Director Office/ Research & Planning
	Recorder: Rosalva Garcia	x	Mary Wylie, Strategic Planning Consultant
	Guests: Patti Larkin, Nick Serrano		

* non voting members

MINUTES

AB 1725 Authority

AB 1725 assigns a major role to the Academic Senate in the development of policies and procedures dealing with academic and professional matters. Applicable to SCC, the areas required for consultation are:

<ol style="list-style-type: none"> 1. Curriculum. 2. Degree and certificate requirements. 3. Grading policies. 4. Educational program development. 5. Standards of policies regarding student preparation/success. 6. District and college governance structures, as related to faculty roles. 	<ol style="list-style-type: none"> 7. Processes for institutional planning and budget development 8. Faculty roles and involvement in accreditation processes, including self-study and annual reports. 9. Policies for faculty professional development activities. 10. Processes for program review. + 1 Other academic and professional matters as mutually agreed between the Gov. Board & the Academic Senate.
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AGENDA ITEM	DECISION
1. Call to Order /Approval of Agenda	
2. Approval of the Minutes, 2/16/11 & 3/2/11	The minutes of February 16 and March 2 were approved as presented.
3. <u>BUSINESS ITEMS</u>	(* = 10 + 1 items)
I. Strategic Planning Update	
A. Strategic Planning:	Sought approval of the 2010-2012 Strategic Priorities and Action Plans M/S/C to approve the Strategic Priorities and Action Plans, adding the seven priorities.
<ul style="list-style-type: none"> • Internal & External Data 	Wylie provided a power point presentation on Strategic Planning, presenting the timelines from the adopted Master Calendar (Spring 2011). It was agreed by the SCC to adjust the timelines on the Master calendar. There were concerns about available resources to do the environmental scans. There was agreement by the SCC to adjust the calendar back a month and to hold the forum in September. (M/S/P) to adjust the Master Calendar timeliness. The calendar will come back for approval by the SCC.

<ul style="list-style-type: none"> • Strategic Planning Work Group • Institutional Facilities Planning Committee 	<p><i>At 4:00 p.m., M/S/C to extend the meeting for 5 to 10 minutes.</i></p> <p>The following recommendations were made to speed up the Research Process:</p> <ul style="list-style-type: none"> • Purchase the data. For the sake of time, it might be possible to purchase data rather than doing the environmental scans. • Hiring more resources • Dr. Suarez volunteered to do the research from purchased data <p>The Strategic Planning Work Group is the official name for this committee. In addition, there was a motion and a second to add a Dean and a Confidential employee to workgroup. The motion was approved.</p> <p>Item Tabled</p>
<p>B. SCC Organizational Chart</p>	<p>No actions</p>
<p>C. Accreditation: Update</p> <ul style="list-style-type: none"> • Follow-Up Report • Shared Planning & Decision-Making Handbook • Diversity & Equity Committee • Membership of CSS: <ul style="list-style-type: none"> ➢ Name Change ➢ Report Directly to the S/P 	<p>M/S/C to add the Accreditation Follow-Up Report to the agenda. M/S/C to also approve the Accreditation March Follow-Up Report. The report will be going to the Governing Board for approval tonight.</p> <p>M/S/C to approve the Shared Planning & Decision-Making (SPDM) Handbook. The handbook will be provided to all constituents globally on Monday, March 14, and will be posted on the web.</p> <p>The Diversity Advisory Committee and the EEOC Advisory Committee, Title 5, will be merged into the Diversity & Equity Committee. Their first meeting was held on March 10, 2011.</p> <p>The CSS Department will now be called the Office of Institutional Technology, and will report directly to the Superintendent/President.</p>
<p>D. Budget Committee Update: Budget Priorities & Values</p>	<p>Andy MacNeill provided an update on the Budget Committee. He shared that the committee is studying the three scenarios from the State.</p>
<p>E. Constituent Feedback</p> <ul style="list-style-type: none"> • Consultation Forms (2) 	<p>Randy Beach presented the revised Consultation Form. M/S/C to accept as submitted.</p>
<p>II. Policy / Procedures Development</p>	
<p>A. Constituent Feedback: District Policy 1100 (revised)</p>	<p>Hold for March 16 meeting.</p>
<p>B. Procedures for Policy 4021:* Program Discontinuance</p>	<p>M/S/C to formally approve the Procedures for Policy 4021: Program Discontinuance.</p>
<p>C. Board Resolution</p>	<p>Resolution No. 1689 – Governing Board Accreditation Resolution on Governance was distributed for information only.</p>
<p>D. Human Resources Report</p>	<p>Denise provided a Human Resources report indicating that eventually, hiring recommendations will come to the SCC and the Budget Committee.</p>
<p>III. Issue Management</p>	
<p>A. Facilities: Event & Planning</p>	
<p>B. Constituency Feedback: Parking Fines</p>	<p>Hold for March 16 meeting.</p>
<p>C. Comprehensive Emergency Management Program Development</p>	<p>Hold for March 16 meeting.</p>
<p>D. Smoking in No Smoking areas</p>	<p>Hold for March 16 meeting.</p>

E. Constituency Feedback: Establish College Song: Branscomb's <i>Phoenix</i>	Hold for March 16 meeting.
F. Other Items for Future Agenda •	
IV. Campus Communication	
A. Development/Launch of SWC Web Site	Hold for March 16 meeting.
V: TQM Debriefing • Other items?	
<u>Pending Items</u> • Safety Representative on SCC • ARCC Report • Naming of the Library – hold until after March 15 due to Accreditation demands • Status of Rifle Request / Emergency Plan Efforts • Parking Issues as follow-up	A request was presented to have a member of the Safety Committee participate on the SCC as a voting or non-voting member. There was discussion, but no decision was made. Hold for March 16 meeting.

Summary/Adjournment

Next SCC meeting: Wednesday, March 9, 2011

The meeting adjourned at 4:10 p.m.