M I N U T E S

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	*Gary Creason, Bus., Professional & Tech. Ed.*
x	*Angelina Stuart, Co-Chair, Academic Senate President*	ex	*Diane Edwards-LiPera, Continuing Ed., Economic & Workforce Dev.*
x	*Mark Meadows, VP for Academic Affairs*	x	*Scott Finn, Counseling & Personal Development*
--	*Robert Temple, VP for Business & Financial Affairs*	x	*Valerie Goodwin (for 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*	x	*Chris Hayashi, Social Sciences & Humanities*
x	*Claudia Duran, ASO*	x	*Diane Gustafson, Instructional Support Services*
x	*Nick Serrano ASO*	x	*Andy MacNeill, SCEA Rep. (Janet Mazzarella -substituting)*
x	*Victoria Lopez, Presiding Chair, Council of Chairs*	x	*Bruce MacNintch, CSEA Rep.*
--	*Trish Axsom, Academic Affairs at Large*	x	*Edith Ruvalcaba, CSEA*
x	*Irma Alvarez, Centers Rep., (HEC, SY, OM, NC)*	x	*Michele Fenlon, CSEA*
x	*Bea Zamora-Aguilar, Student Services at Large*	ex	*Linda Gilstrap, Director of Instl. Research, Grants & Planning*
x	*Eric Maag, Arts & Communications*	x	*Patricia Flores-Charter, SLO Coordinator*
x	*Mink Stavenga, IPRC Co-Chair / AOC Co-Chair*	x	*Terry Davis, SCCDAA Rep.*
x	*Linda Hensley, IPRC Co-chair*	x	*Debbie Trujillo, Classified Administrator Rep.*
x	*Ron Vess, AOC Co-Chair*	x	*Mary Wylie*, Strategic Planning Consultant*
	Recorder: Rosalva Garcia	x	*Patti Larkin, IT Interim Director*
	Guest(s): Safety Committee members: *Brent Chartier, Mia McClellan, Officer Sanchez*		*Guest(s): Mary Wylie, Kathy Tyner, Patti Blevins*

*Non-voting members   Quorum = _____

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:

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.
	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.

Announcements:
- Terry Davis: Announced that Aaron Starck will be replacing him as the SCCDAA Rep.
- Reminder: SCC members send your corrected and revised Cherry picking prioritization lists to Linda Hensley by June 1.
- Kathy sending a survey for SCC meeting to complete. Questions e.g., What do you think about the form?

AGENDA ITEM	DECISION

1. Call to Order / Approval of Agenda	MSC to approve the agenda adding the following 2 items:
	  1) Prioritization discussion; and
	  2) Enrollment Management Report

	Approved.
2. Approval of the Minutes: 5/11/11	M/S/C to approve – Approved w/no changes.
3. Enrollment Management	The Committee sought approval of the SCC to institute a registration policy that permits all continuing students to register for up to 14 units during early registration for the 2011-2012 academic year only. After early registration, any continuing student wishing to register for more than 14 units can register for more classes. There was a friendly amendment to add, with the exception of special groups through the petition process. The rationale is that students who have been attending the longest are able to register for the prerequisite courses to graduate. After a lengthy discussion M/S/C to approve the request. Approved. *At 4:30 p.m. there was a motion to extend the meeting to 5:00 p.m.. Approved.*
4. BSI Presentation	Basic Skills Initiative (BSI) Overview presentation: seeking support from the SCC for funding. They are asking for the SCC to vote in support of continuing these programs with District funds since the State has cut funding dramatically. The highly successful SWC intervention model for helping BSI students has received great accolades from Berkeley.
BUSINESS ITEMS (*10 + 1 items)	
5. SCC Ground Rules and Civility Task Force	Postponed to next time due to lack of time
6. Meeting Schedule (Fall/Summer) (Handout)	Faculty serving on the SCC who are not already compensated w/be compensated at the lab rate for meetings during the summer. 3:00 – 5:00. Item to complete over the summer: • Operating principles • Rules for civility • Committee on Committees
7. Safety Committee Update	The Safety committee attended the SCC meeting to gather information/feedback from Constituent groups. They reported that a consultant has been chosen to formulate the safety plan, do training, and implement the Safety plan.
8. ARCC Report	Postponed.
9. Accreditation: • Staff Development #4 Report	M/S/C – to approve, via email, the 5-Year Staff Development Plan. Approved.
10. Retirement Recognition Task Team: A Recommendation	Postponed.
11. Budget Committee Update:	Postponed
12. SWC Website Update	Postponed
13. Constituency Feedback requested: 1st reading Policy & Procedure Flowchart – Chart	Hold til next time
14. Constituency Feedback Policy & Procedures from Academic Senate • 5311 Faculty Recognition Policy & Procedures (2nd reading) • 4350 – SLO Assessment Policy & Procedure (2nd reading)	M/S/C to approve the following Policies & Procedures. Once approved, procedures can be posted and distributed; policies move on for Board Approval. Approved Approved
15. Constituency Feedback Policy and Procedures: : Student Services • Policy & Procedures 5075 Course Add and Drop (2nd reading) • Procedure 5070 (2nd reading)	These were approved at last SCC meeting.
16. Constituency Feedback Policy & Procedures 7160 Professional	MSC - Approved

Development (2nd reading)	
17. Naming Procedures of Electronic Files	Postponed
18. Collegial Consultation (Policy & Procedure #4500)	Postponed
19. SWC Governing Board Goals	Postponed
20. Human Resources Report	Postponed: probable reclass mentioned by Superintendent/President if the GB approves changes after reviewing the handouts on VP salary comparisons; Handouts were also provided on the Sup/Pres salary comparisons; no changes are recommended but it's information for the Board to review.
21. School of Social Sciences & Humanities Possible Merger	Postponed
22. ASO Report	Short Report from Manny Lopez (outgoing ASO President), Nick Serrano (outgoing ASO Exec VP) and Claudia Duran (incoming ASO President)
23. SCC Global Emails (feedback)	Postponed
24. Governmental Relations Update	Postponed
25. Naming of Buildings	Postponed – May 31 next meeting
• Any comments? • Items for future agendas?	Recognition and thank yous were provided to Terry Davis, Trish Axsom, Patti Flores-Charter, Irma Alvarez and the ASO officers for their contributions to the SCC. They will all be missed on the SCC.

Pending / Follow – Up Items
• Committee on Committees Task Force
• Comprehensive Emergency Management Program Development: Update (Temple)
• Policy & Procedure 3300 Public Records (3 enclosures – consultation form, policy and procedure) (Whittaker)
• Establish College Song: Branscomb's *Phoenix*
• Parking Issues Report
• Student Success Needs: SCC Response
   ✓ Pantry/Food Bank
   ✓ Emergency Scholarship Project	

Summary/Adjournment

Adjournment: 5:15 p.m.