

SHARED CONSULTATION COUNCIL
 STRATEGIC PLANNING ~ POLICY & PROCEDURE APPROVAL ~ ISSUE MANAGEMENT ~ CAMPUS COMMUNICATION
Wednesday, July 6, 2011, 2:00 – 4:00 pm
Room L238S

MINUTES

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	<i>Denise Whittaker, Co-Chair, Interim Sup./ President</i>		<i>Linda Gilstrap, Director of the Office of IRPG/F</i>
x	<i>Angelina Stuart, Co-Chair, Academic Senate President</i>	x	<i>Ben Seaberry, Director of IT</i>
x	<i>Mark Meadows, VP for Academic Affairs</i>	x	<i>Mink Stavenga, IPRC Co-Chair / AOC Co-Chair</i>
x	<i>VP for Business & Financial Affairs</i>	x	<i>Ron Vess, AOC Co-Chair</i>
x	<i>Joseph Quarles, Interim VP for Human Resources</i>	x	<i>Linda Hensley, IPRC Co-chair</i>
x	<i>Angelica Suárez, VP for Student Affairs</i>	x	<i>Rebecca Wolniewicz, ISLO Coordinator</i>
	<i>tba, Academic Affairs Admin Rep at Large</i>	x	<i>Veronica Burton for (Andy MacNeill), SCEA President/ Rep</i>
	<i>tba, Centers Admin Rep., (HEC, SY, OM, NC)</i>	x	<i>Bruce MacNitch, CSEA President/ Rep.</i>
x	<i>Bea Zamora-Aguilar, Student Services Admin Rep at Large</i>		<i>Michele Fenlon, CSEA</i>
x	<i>Victoria Lopez, Presiding Chair, Council of Chairs</i>		<i>tba (replacement for Edith Ruwalcaba), CSEA</i>
x	<i>Eric Maag, Arts & Communications Faculty Rep</i>	x	<i>Patti Blevins, Confidential Rep</i>
x	<i>Gary Creason, Bus., Professional & Tech. Ed. Faculty Rep</i>	x	<i>Claudia Duran, ASO President/ Rep</i>
x	<i>Scott Finn, Counseling & Personal Development Faculty Rep</i>	x	<i>Tamieka Guerra, ASO Rep</i>
x	<i>Valerie Goodwin, Health, Exercise & Athletics Faculty Rep</i>	x	<i>Candy Arias, ASO Rep</i>
x	<i>Randy Beach, Language & Literature Faculty Rep</i>	x	<i>Aaron Starck, SCCDAA President/ Rep.</i>
x	<i>Lukas Buehler, MSE Faculty Rep</i>		<i>Debbie Trujillo, Classified Administrator Rep.</i>
x	<i>Chris Hayashi, Social Sciences & Humanities Faculty Rep</i>		<i>Mary Wylie*, Strategic Planning Consultant</i>
x	<i>Diane Gustafson, Instructional Support Services Faculty Rep</i>		<i>Recorder: Rosalva Garcia</i>
	<i>Diane Edwards-LiPera, Continuing Ed, Economic & Workforce Dev. Faculty Rep</i>		<i>Guest(s): Chris Bender, Patti Larkin</i>

*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.	7. Processes for institutional planning and budget development
2. Degree and certificate requirements.	8. Faculty roles and involvement in accreditation processes,
3. Grading policies.	including self-study and annual reports.
4. Educational program development.	9. Policies for faculty professional development activities.
5. Standards of policies regarding student preparation/ success.	10. Processes for program review.
6. District and college governance structures, as related to faculty roles.	+ 1 Other academic and professional matters as mutually agreed between the Gov. Board & the Academic Senate.

AGENDA ITEM	DECISION
1. Call to Order / Approval of Agenda	Approved
2. Approval of the Minutes: 6/22/11	Approved

BUSINESS ITEMS (* 10 + 1 items)	
3. Update: SCC Ground Rules and Civility Task Force	M/S/C to table item to 7/20/11.

I. Strategic Planning	
4. Strategic Planning Report: <ul style="list-style-type: none"> • Updated Timeline • SCC Organizational Chart 	After lengthy discussion took place, M/S/C to have the following representation on the SCC. M /S/C to approve the Academic Senate, in conjunction with SCEA, to discuss an MOU for appointment procedures for four faculty on the revised SCC chart. The motion passed with two abstentions. M/S/C/ to have the following constituent groups appoint four representatives each to the SCC:

	Administrators; ASO; CSEA; and one, Confidential (per their request). The motion passed with two abstentions.
5. Review of SWC Governing Board Goals	Postponed.
6. Prioritization: Update from Budget Committee	<p>Temple announced that there is anticipation that the budget will not improve for fiscal year 2011-2012 and will only be deteriorate. There is a strong possibility that a \$10 fee increase will take place during spring 2012, totaling the cost at \$46 per unit.</p> <p>The Budget Committee discussed a motion to use the \$600,000 not used in 2010-2011 to fund a minimum of seven new faculty positions from the FHP list. It was clarified that the money could be used to fund a minimum of 7, possibly 8, positions if feasible. The motion was seconded and approved.</p>
7. Proposition R: Update	Item pulled.
8. ARCC Report	Item pulled
II. Policy/Procedures Development	
9. Constituency Feedback requested: 1st reading Policy & Procedure Flowchart – Chart	Item Postponed.
10. Naming Procedures of Electronic Files	Item Postponed.
III. Issue Management	
11. Naming of the Library Committee: Update on June 23 meeting	<p>Co-Chair Whittaker announced that there were three items before the Naming of College Facilities & Properties Committee last week. The first recommendation was to name the cafeteria grill in honor of Raúl Haro (deceased); this item was approved by the Committee and will be vetted through the constituencies at the SCC in the near future. The SWC Foundation also suggested setting up a scholarship in Raúl's name.</p> <p>The second item revolved around a recommendation for the Administrative Building on the corner lot to be named after the College's founding father, Joe Rindone. The committee considered this and approved this item to go forward for constituency input at the SCC.</p> <p>The third item was regarding the Academic Senate's Resolution to name the Library for John Newhouse. There was no action taken on this item; it will be brought forth when faculty return for full vetting.</p> <p>These three recommendations will be coming through the SCC this coming fall .</p>
IV. Campus Communication	
12. Reorganization Update	Tabled for next meeting
13. Summer School 2012	Because of the dire budget, there were suggestions not to offer summer classes during 2012. Constituent groups will be submitting pros & cons, if any, from their groups. Student Services would need to know soon to notify students.
14. SWC Website Update	Tabled for next meeting.
15. SCC Global Emails (Feedback on Options)	Tabled for next meeting.
16. Governmental Relations Update	Tabled for next meeting.
17. Comprehensive Emergency Management Program Development: Update	Tabled for next meeting.
V. Standing Committee Reports	
18. Accreditation Oversight Committee (AOC): Update	Stavenga announced that he was very pleased to announce that the Accrediting Commission took action to remove probation and

	reaffirm accreditation for SWC at its meeting June 8-10, 2011. The next accreditation report, the Mid-Term Report, is due in October 2012. The SCC and the AOC is to be highly commended for all their hard work.
19. Enrollment Management Committee (EMC)	Stavenga and Beach will have something to report at the next meeting and will be sending information prior to the next SCC meeting.
20. Institutional Program Review Committee & Student Learning Outcomes <ul style="list-style-type: none"> • IPRC • SLOs 	Hensley provided an update on IPRC. All program reviews will be due on September 30. Hensley is available to come to your office to provide training, if needed. Hensley is also working to streamline the SLO Program into Program Review. <i>M/S/C to extend the meeting by 10 minutes. Approved</i>
21. Institutional Technology Committee (ITC)	Dr. Ben Seaberry, new Director of IT, provided an update on ITC. There is a new subcommittee, the Technology Plan Oversight Team (TPOT), which will be a core group of the ITC. Members will oversee the implementation of the Technology Plan and provide input on updating it. There was also work being done for funding IT prioritization and for reviewing the ITCs charge and scope.
22. Human Resources Committee (HRC) <ul style="list-style-type: none"> • Committee on Committees • Retirement Recognition Task Team 	No report
23. Budget Committee Report (BC)	(see above)
VI. TQM Debriefing	
<ul style="list-style-type: none"> • Other items? Any comments? • Items for future agendas? 	
Follow – Up Log <ul style="list-style-type: none"> • Policy & Procedure 3300 Public Records (3 enclosures – consultation form, policy and procedure) (Whittaker) • Establish College Song: Branscomb's <i>Phoenix</i> • Parking Issues Report • Student Success Needs: SCC Response <ul style="list-style-type: none"> ✓ Pantry/Food Bank ✓ Emergency Scholarship Project 	

Summary/Adjournment: 4:20 p.m.

Reminder: [SCC Retreat - August 3, 12 – 4 p.m.](#), L238 N & S, [Lunch](#) to be provided