Shared Consultation Council (SCC)
Minutes

SEPTEMBER 5, 2012 3:00 – 5:00 PM L238 N & S

CO-CHAIRS	Melinda Nish and Randy Beach			
MEMBERSHIP	Michele Fenlon	Victor Castillo	~~Juan Luis Espinoza~~	Chris Hayashi
	Bruce MacNintch	Silvia Cornejo	Edward Gutierrez	Janell Williams
	Heather MacNintch	Malia Flood	Cyrill Madan	Susan Brenner
	Deborah Peckenpaugh	Bea Zamora-Aguilar		Carol Stuardo
	Eric Maag	Patti Blevins		
PLANNING REPS	~~John Brown~~	Mia McClellan	Mink Stavenga	Victoria Lopez
	Diana Kelly	Paul Norris	Angelica Suarez	Linda Hensley
RESOURCE STAFF	Linda Gilstrap	Steven Crow	Kathy Tyner	
	~~Ben Seaberry~~	~~Albert Roman~~	Rebecca Wolniewicz	
NOTE TAKER	Rosalva Garcia			
GUEST/S				

1. Item Agenda

M. NISH/R. BEACH

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
The agenda was revised to table Item Number 6, "Procedure 6700." An item was added in its place, "Committee Template for Shared Planning & Decision Making" Handbook	M. Nish/R. Beach	November 17

2. Item Minutes

M. NISH/R. BEACH

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
The minutes were approved as presented.	M. Nish/R. Beach	November 17

3. New Time for SCC Meetings

M. NISH/R. BEACH

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
The SCC agreed to move the SCC meetings to 2:30 – 4:30 p.m. for the fall semester. The meeting time will be re-visited in November for final agreement of the plan to move SCC meeting times to 2:00 – 4:00 in the spring.	M. Nish/R. Beach	November 17

4. Procedure 5500 1st Reading

M. NISH/R. BEACH

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Procedure: 5500 Student Rights and Grievances The SCC reviewed and approved first reading of the following policy and procedures: Note: Policy/Procedure 5530 does not represent a new process. 5530 separates student rights/grievances from Procedure 5500 for clarity. The policy and procedures will be sent out for consultation and input to constituencies and come back to the October 17 meeting for approval.	A. Suarez/M. McClellan	November 17

5. Policy & Procedure 5530 1st Reading

M. NISH/R. BEACH

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Policy/Procedure: 5530 Student Rights and Grievances The SCC reviewed and approved first reading of policy and procedure 5530. Note: Policy/Procedure 5530 does not represent a new process. 5530 separates student rights/grievances from Procedure 5500 for clarity. The policy and procedures will be sent out for consultation and input to constituencies and come back to the October 17 meeting for approval.	A. Suarez/M. McClellan	October 17

6. Committee Template Shared Planning Decision Making Handbook (SPDM)

M. NISH/R. BEACH

DISCUSSION	Randy Beach presented the committee template for the Shared Consultation and Shared Decision Making Handbook has been revised. Committee chairs and co-chairs will receive the revised template and will be asked to revise their committee information in October.

7. Strategic Planning / 2012 Prioritization List

M. NISH/R. BEACH

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
The SCC agreed to forward the 2012 Master Prioritization List to the Budget Committee for review at their next meeting Friday, September 21. There are no funds identified at this time, other than the items that have already been funded such as faculty hires. However, everyone is encouraged to continue with Program Review. The complete prioritization list will be posted in SharePoint.	M. Nish	

8. Strategic Planning / ISLO and SCC Prioritization Process Evaluation

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

The SCC members provided feedback on the process, and the feedback will be used to create a survey to formally evaluate the prioritization process. The survey will go to the SCC and the standing committees' members who have had experience in the prioritization process. The IPRC will provide feedback after their meeting on September 26 prior to the development of the survey questions. The feedback will be incorporated into the survey. The completed survey and the survey results will be reviewed by the SCC.
 	
As promised during the September 5 meeting, Melinda Nish obtained information from the ACCJC regarding the use of ISLO data during the prioritization process. Their answer was that as long as there is linkage on all AUO's and ISLO's while working on the prioritization process and in progam review should be sufficient.
 	
The SCC made the following comments regarding the prioritization process:
    1. How are ISLO's being used?
    2. The process should be more equitable than fair
    3. Need to be able to compare like to like.
    4. Keep dependent items together.
    5. The focus should be on the process rather than the outcome.
    6. Remove FHP from the process.
    7. Subcommittee standards—do they need to be the same?
    8. Have cost attached to the items.
    9. No credit is given to a small item with larger input.
    10. "Cherry picking" vs standing co-chairs' decision.
    11. Is there enough information?
    12. Should standing committees prioritize?
	M. Nish/R. Beach	

9. Budget / Budget Values

<div align="right">M. NISH/R. BEACH</div>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Melinda Nish shared that the Governing Board, at its September 12 meeting, passed the 2012-13 budget, which included a $2.2 million deficit. Managers were advised to come up with a further 10% reduction in order to realize $1 million in savings. The SCC agreed that the Budget Committee would recommend any changes to the current funding values to the SCC after their meeting on Friday, September 21. It was also noted that "funding and budget values" should be focused on the best interest of the students, ACCJC standards and strategic priorities. The SCC will have a follow-up discussion of Budget Committee and SCC recommendations on October 17. It was also suggested that the Budget Committee submit a report of their suggested "funding and budget values" and that the SCC agree on at least five priorities.	M. Nish/R. Beach	October 17

10. Summary

<div align="right">M. NISH</div>

DISCUSSION	Melinda Nish provided a meeting Summary.

11. Adjournment

<div align="right">M. NISH/R. BEACH</div>

DISCUSSION	The meeting adjourned at 4:45 p.m.

12. Future Items

<div align="right">M. NISH/R. BEACH</div>

DISCUSSION	Smoking Policy Task Force: Randy Beach informed the SCC that the Institutional Facilities Committee will address both the Smoking Policy and Parking Issues.