

	<ul style="list-style-type: none"> • Standards & Guidelines <ul style="list-style-type: none"> • President Kratochvil reviewed the draft document originally presented at the last meeting, and recapped some of the related discussions that have occurred within SGC and Standard IV. He noted that it is important for committee and department webpages to be up-to-date with live/active links. The Council members made several suggestions for the guidelines and templates, including: adding a column that lists “Actions Taken” on the minutes; listing attendees (members and presenters only) by first and last name; identifying agenda items as “first read” or “second read.” Once approved, the guidelines will be sent to all committee chairs; it will also be shared with department chairs, and likely distributed to the College community via campus-wide email. • SGC approved the guidelines for committee operations and communication, as amended. <i>MSC: Richards/Villegas.</i> • Equal Employment Opportunity (EEO) Committee <ul style="list-style-type: none"> • President Kratochvil distributed copies of a proposed EEO Committee charge, which had been presented to SGC by the IDEA Committee (as part of a sub-committee update) on February 8, 2012. He shared that, in researching electronic files, the President’s Office wasn’t able to locate documentation for any official vote taken by SGC to establish EEO as a sub-committee. The chronology of events was also somewhat unclear, as IDEA’s recommendation to SGC indicates that an EEO Committee had already begun meeting. In light of the confusion around any previous actions taken, President Kratochvil’s recommendation is to go back to the last known presentation to SGC and proceed as appropriate. • The Council members were asked to review the proposed EEO description and membership, consult their respective constituents for input, and then return to the next SGC meeting with any feedback. 	<p>Draft Committee Guidelines</p> <p>IDEA Proposal for EEO Committee</p>	<p>Guidelines approved, as amended.</p>
3b.	<p>Accreditation – Standard IV</p> <ul style="list-style-type: none"> • As a follow-up to the last SGC meeting, the Council members were asked to provide any comments on the latest Standard IV draft, which had been shared in advance. Though no additional/specific feedback was offered, the group was asked to convey any further input electronically to the entire committee (using “reply to all” in response to the most recent email to SGC members). It was noted that any feedback should be shared sooner rather than later, and preferably before the next SGC meeting (on 3/12), as the 3rd draft deadline is March 14. 	<p>Standard IV Draft</p>	
4.	<p>New Business [no items]</p>		
5.	<p>Updates & Announcements/Constituency Reports:</p> <ul style="list-style-type: none"> • President Kratochvil announced that a total of 88 RAP proposals had been submitted: 22 for Classified Staffing; 29 for Program Improvement & Development; and 37 for Program Maintenance. • Classified Senate: Linda Kohler stated that Richard Livingston gave a 30-minute presentation on bi-directional communication at their last meeting. She also reminded SGC that the Chili Cook-Off will be held on March 5. • Academic Senate: Ginny Richards reported that the Senate hadn’t met since the last SGC meeting. • LMCAS: no representatives present. • Curriculum Committee: Laurie Huffman reported that, the committee is upgrading the course outline of record COOR) process COOR for streamlining and to ensure compliance. 		
6.	<p>Campus Communication: Actions & Notable Items to Report from SGC</p> <ul style="list-style-type: none"> • President Kratochvil will share the approved committee guidelines with committee chairs (and then the campus). 		