

SHARED GOVERNANCE COUNCIL Minutes

DATE: August 22, 2012 TIME: 1:00 TO 4:00.PM.

MEMBERS PRESENT: Cea, Huffman, Kamath, Kohler, Kratochvil, Perfumo, Richards, Schmidt, Vazquez, Villegas

MEMBERS ABSENT: Rust

GUESTS: Goodin

<i>Item #</i>	<i>Topic/Activity</i>	<i>Follow-up</i>
STANDING ITEMS:		
	<p>Public Comment –</p> <ol style="list-style-type: none"> 1. Introductions of committee and guests. 2. Concept of Facilitators: Does SGC want to continue to have a facilitator for the meeting? This item will be discussed during the SGC Charter agenda item. 3. The meeting today is an organizational meeting. 4. The President sent the committee an article about late registration. The District will be talking about late registration and the success factor. 5. For Constituency Reports, these should be written and specified in the minutes. Constituent groups can also make use of the announcement portion of the agenda. This will help to make the information available to the campus. 	
1.	<p>Approve: The August 22, 2012 agenda was approved The minutes of April 25, 2012 was reviewed.</p>	
2.	<p>Review of SGC Charter The SGC reviewed the position paper. Questions and issues raised:</p> <ul style="list-style-type: none"> • Reviewed the flow chart and the relationship of Classified Senate, Academic Senate and the Associated Students representatives. • SGC has a number of sub-committees. The SGC is fluid to add new sub-committees. • It would be helpful to spell things out and try not to use acronyms. • The Educational Master Plan and the Strategic Master plan should be made more prominent and easy to find on our website. • A more recent environmental scan will be needed for planning purposes and accreditation. • Constituent groups would help develop the agenda for the bi-monthly meetings. We will abide by the 72 hour rule of posting the agenda in accordance with the Brown Act. • SGC focus is not to micro-manage but focus on broad high level concerns. • Agenda and minutes are posted on the website and these should be communicated to the college community to 	<p>Please review the document again. Send your thoughts or ideas please forward to Bob before the next meeting.</p>

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	<p>facilitate better information sharing. In the past, the SGC has communicated to the college community any items that have been decided to send to the college community (i.e. Monday meeting calendar, retreats, and committees).</p> <ul style="list-style-type: none"> • Membership: Three voting members from classified senate, academic senate and associated students. Why is the management team represented as non-voting members? Managers have always been part of the discussion but not voting members. • The VP of Instruction and Student Services will be the President's designee on SGC. 	
3.	<p>SGC Sub-committees The SGC sub-committees are: IDEA, Sustainability Committee, Planning Committee, Professional Development Advisory Committee, Technology Committee and the Teaching & Learning Committee. When a committee gives a report they also provide recommended charges for the following academic year.</p> <p>To keep the SGC updated on committee charges, in addition to the comprehensive annual report to the SGC, sub-committees could provide status reports throughout the year (in electronic form). A suggestion was made for the sub-committees to share meeting minutes/agendas to SGC as well as to the college community. Another suggestion was made for the sub-committees to give status updates at every other SGC meeting.</p>	Ruth will provide electronic versions of the Spring 2012 committee reports.
4.	<p>SGC Meeting Calendar The calendar will be revised with the removal of the agenda topics (second column) and the removal of the October 31st date. The Classified Senate holds a Meet and Greet event annually on October 31. The retreat will be moved to another date.</p>	A revised calendar will be distributed to the committee and placed on the SGC web page.
5.	<p>Accreditation Update Kiran Kamath shared with the committee the proposed Accreditation timeline for the Fall 2014 Team Visit. She also reviewed the Accreditation Standards handout and the Cycle of Planning, Assessment, Resource Allocation & Program Review handout. She also indicated that recruitment for chairs and membership on the various standards committees will be happening soon. The online accreditation workshop is beneficial for everyone to review.</p>	Kiran will send out the link to the online accreditation workshop.

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6.	<p>Constituency Report Outs:</p> <ul style="list-style-type: none">• President• Senate Report Outs: (2 minutes each)<ul style="list-style-type: none">➤ Resolved or Unresolved Issues of major Importance, Announcements which are important to the college as a whole, Written Reports regarding activities sent to Eileen<ul style="list-style-type: none">• Academic Senate – The Senate will be working on the General GE patterns.• Classified Senate – \$318 was raised from the pizza fundraiser for scholarships.• Associated Students – The AS met to discuss which students will be staying on the Board and which students will not be continuing on the Board; the Board also set goals for this academic year. Mustang Madness has had successful events this week.• Curriculum Committee – The committee will hold their first meeting on September 5, 2012 and will conduct stand-alone training for the committee members. <p>Ruth announced a \$7,500 grant for ACS-010 class.</p>	
NEXT MEETING: September 12, 2012		