



Shared Governance Council (SGC)

November 16, 2022, at 12:15 pm (College Hour)

Meeting Minutes

In Attendance: President J. Cook (Ex Officio), Andrea Nathanson (Cabinet), Darcey Kemp (Cabinet), Geraldine de Berly (Cabinet), Mary Kaselouskas (Cabinet), Shai Butler (Cabinet), Gladys Franco (Cabinet), Drew Torres (Student Government), Christina Atwater (AUC Faculty Co-Chair), Amanda Dufault (AUC Interim Staff Co-Chair), Kim Noel (AFSCME), Linda Prystupa (MCCC), and Nanette Flores (minutes)

Re-Introductions

For the benefit of members unable to attend the first SGC meeting, all members re-introduced themselves at this meeting.

Shared Governance website now public

<https://www.stcc.edu/about-stcc/shared-governance/>

The SGC website is live. Members are encouraged to provide feedback and comments. The AUC Interim Staff Co-Chair suggested having a numbered system to keep track of proposals.

Process Discussion

AUC Bylaw Review

AUC discussed the vote for revised AUC bylaws which passed. Committee structure also passed, although it was shared that it could take some time for committees to finalize membership, meeting dates, etc. Each committee will include a cabinet designee member; this is new. Updated/revised AUC bylaws were requested to be shared; they will be distributed to the Shared Governance Council members.

In regards to AUC Committee meetings, a question posed about available administrative support for minute taking; suggestion was for the respective Committee Chair to coordinate with the cabinet designee member, to have administrative support come via the Executive Assistant to that respective Vice President.

AUC use of a Portal/Repository

The AUC inquired about the use of a repository/website to upload AUC agendas, minutes, committee information, etc. It was suggested that AUC leaders/representative meet with CIO Mary Kaselouskas to discuss options, keeping in mind that students also have access to this page since the student body is also a component in Shared Governance (a public facing "Lib Guide" platform on the STCC website has been used previously). The Student Governance President, Drew Torres, was encouraged to invite AUC to meet with the SGA leadership, and to discuss ways students can participate in AUC.

Feedback on the Draft Recommendation Form

No recommendations other than a request to implement a numbering system for proposals.



Request to develop a description/definition of *consensus*

AUC sought a discussion regarding a definition of the word consensus, and clarification of the proposal process – example: the AUC would not work on a proposal if it involves a union/collective bargaining item. The AUC seeks to avoid items that fall under contractual or management rights.

Also discussed: page two of the Proposal Form asks for details regarding the nature of a recommendation, and is a place where process, including consensus-building by the governance body, is already pursued. It was reiterated that the SGC is the recipient body of proposals/recommendations; an assessment process regarding consensus will already be in motion. Following discussion of a given proposal by the SGC, the STCC President will then document an action/next step that is shared with Trustees, or moved to Trustees for their own consideration and vote. A couple of scenarios were discussed, including what a recommended student fee freeze would entail, and the role of the Shared Governance Council (and members).

Review (consensus –building) of outstanding recommendation

1) Policy/Operational Protocol for Course/Credit Overload - The VP of Academic Affairs spent time framing the recommendation, including sharing data, and volume/history. There is a need for formalization, to now codify approval of the dean, advisor as well as confirmation by the student; this will provide clarity and ensure guidance/referencing. AUC shared that the VP of Academic Affairs, and LAPS Dean were invited to a committee meeting; however, the committee has not yet met for feedback and noted that a turnaround in a month and a half might not happen.

2) Policy/Operational Protocol for Incompletes – No feedback provided.

A discussion in regards to the timing of AUC and Committee meetings occurred, including when and how dates are scheduled on the employee planner/academic calendar. It was clarified that administration does not manage AUC meeting dates in the Employee Planner; it is incumbent on a given body to set their calendar, and be sure those dates times align with College Hour, and are shared with Academic leadership (Office of the Vice President).

The goal with current proposals (submitted in September, with a request for feedback at the November meeting) would have a formalized recommendation by President Cook to Trustees at the January Trustee meeting. Given feedback from the AUC regarding their ability to vet, all final feedback on proposals was pushed to the next SGC meeting scheduled for February 22nd. The VP of Student Affairs spoke about the process of circling proposals within departments, which includes people who participate in the AUC.

Reminder: next SGC meeting is scheduled for Wednesday, February 22, 2023, 12:15 to 1:15 p.m.

Also noted: NECHE visit in early March regarding Notice of Concern (Governance). A draft of the NECHE report will circulate to employees, and will otherwise be put before Trustees at their January meeting for endorsement. Be advised that the MCCC has grieved this entity (the Shared Governance Council), and will likely be included as a point of governance process in the report.

Meeting ended at 1:18 p.m.

Respectfully submitted by Nanette Flores