

**LOS MEDANOS  
COLLEGE**

**Shared Governance Council**

**MINUTES**

October 14, 2020

2:00 - 4:00 p.m., via Zoom

MEMBERS PRESENT: Nicole Almassey, Robert Delgado, Roseann Erwin, Bob Kratochvil, Morgan Lynn, Carla Molina, Carlos Montoya, Nikki Moultrie, James Noel, Nicholas Sessions, Irene Sukhu.  
OTHER ATTENDEES: Chialin Hsieh (presenter); Iris Archuleta, Myles Crain, Angela Fantuzzi, Paul West, Catt Wood (guests); Jennifer Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
<b>STANDING ITEMS:</b>			
	<b>Public Comment – N/A</b>		
1.	President Kratochvil congratulated everyone on successful completion of the accreditation Peer Review Team visit last week. As conveyed during the Exit Report, the Team had no college-level recommendations, several highlights about LMC, and three District recommendations.		
2.	<b>Welcome --</b> President Kratochvil welcomed everyone to the meeting.		
3.	<p><b>Review</b></p> <ul style="list-style-type: none"> <li>• Agenda for October 14<sup>th</sup> SGC unanimously approved the agenda. <i>MSC: Delgado/Sessions.</i> <i>Yeas – Almassey, Delgado, Erwin, Molina, Montoya, Moultrie, Noel, Sessions, Sukhu; Nays – N/A; Abstentions – N/A.</i></li> <li>• Minutes (draft) from September 23, 2020 The minutes from September 23<sup>rd</sup> were unanimously approved. <i>MSC: Almassey/Moultrie.</i> <i>Yeas – Almassey, Delgado, Erwin, Molina, Montoya, Moultrie, Noel, Sessions, Sukhu; Nays – N/A; Abstentions – N/A.</i></li> </ul>		<p>Agenda approved</p> <p>Minutes approved</p>
4.	<b>Old Business</b>		
4a.	<p><b>2020-25 Educational Master Plan</b></p> <p>President Kratochvil noted that the EMP was back on the agenda as an action item, after being presented at the last meeting. Dr. Hsieh displayed a PPT that provided a recap of the EMP document and process, including: the role and membership of the EMP Core Group; the five LMC goals, related objectives, and possible progress measures; alignment with the District Strategic Directions, CCCCCO Vision for Success, and CCCCCO Call to Action; the biennial implementation plan; and key elements of the process (e.g. Diane White as consultant, campus-wide SOAR survey, College Assembly, three open forums, etc.). President Kratochvil acknowledged the broad engagement involved in developing this incredible document, and recognized the work of Diane White for her facilitation and writing, Jennifer Adams for editing, and Chialin Hsieh and BethAnn Stone for their intensive work on the EMP (while simultaneously leading our accreditation process). SGC unanimously approved the 2020-2025 Educational Master Plan. <i>MSC: Almassey/Erwin..</i> <i>Yeas – Almassey, Delgado, Erwin, Molina, Montoya, Moultrie, Noel, Sessions, Sukhu; Nays – N/A; Abstentions – N/A.</i></p>	<a href="#">EMP 2020-2025 website</a>	EMP approved
5.	<b>New Business [no items]</b>		
5a.	<p><b>Preliminary RAP Discussion</b></p> <p>Vice President Montoya stated that he is still reviewing the RAP proposals that were recently submitted, but he wanted to share preliminary information with SGC. He presented a PPT that provided an overview of the process, budget request database (BRD), and RAP update (through which requestors report the use and effectiveness of allocated funds). VP Montoya noted that, based on the fiscal outlook (District adoption budget and the State budget/info), currently there is no funding available to distribute for RAP. However, the recommendation is to proceed with developing priorities and updating the scoring rubric, so that SGC would be ready for the Spring 2021 cycle (pending the availability of general fund dollars). President Kratochvil noted the importance of having/maintaining the BRD, adding that the two-year “lifespan” for requests makes the process much less burdensome on the College community. Although there may not be general fund dollars available at a particular time, there could still be categorical funds designated. VP Montoya displayed the Business Services webpages, including where the RAP and BRD info can be accessed. For SGC members, there is a SharePoint folder that contains the full details of RAP proposals in a pre-sorted spreadsheet, as well as the scoring rubric. VP Montoya is going to compile all of the old scoring rubrics to keep on file.</p>		

	<p>5b. <b>Draft Data Coaching Plan</b>  Dr. Hsieh displayed and reviewed the draft Data Coaching Plan. It has already been presented to the Senates, Planning Committee, and President’s Cabinet. The funding source would be the Institutional Effectiveness Partnership Initiative (IEPI) Partnership Resource Team (PRT), and the first “visit” meeting will be in November; the Data Coaching program is designed to expand research capacity for LMC, and it also supports the program review process. Data Coach opportunities will be available to faculty, classified professionals, and managers. The plan is to begin recruiting in December for the one-year program, and there will be a two-day training held during Flex week. President Kratochvil noted that there has previously been feedback about the need for more research capacity at the College, so any further input from SGC would be valuable. Roseann Erwin commented that it would be great to have additional training related to Tableau, and James Noel added that he is excited about the program. Nicole Almassey expressed appreciation for Dr. Hsieh working within the District’s existing system to make this opportunity available to classified professionals. President Kratochvil asked Dr. Hsieh to provide follow-up info to SGC in the Spring, once LMC finds out if (and how much) funds are awarded by the IEPI PRT.</p>		
	<p>5c. <b>Draft Monday Meeting Calendar – Spring 2021</b>  The draft Monday Meeting Calendar was displayed and reviewed. President Kratochvil noted that the Spring 2021 schedule includes 8 dates for Academic and Classified Senate meetings, several College Assembly sessions, and a placeholder for the District Budget Forum. Nicole Almassey commented that the dates look good. The Calendar will be an action item for the next SGC meeting, during which the Senates will have an opportunity to provide further feedback.</p>		
6.	<b>Budget Update</b> ( <i>standing item</i> ) – N/A	<a href="#">2020-21 4CD Adoption Budget – LMC Fund 11</a>	
7.	<b>Accreditation</b> ( <i>standing item</i> ) – N/A	<a href="#">LMC Accreditation 2020</a>	
8.	<p><b>Curriculum</b> (<i>standing item</i>)  Morgan Lynn reported that there weren’t any items to present today, and that the Curriculum Committee is deep into updating courses. President Kratochvil shared that he’d received comments about the great job Dr. Lynn is doing as Chair.</p>		
9.	<p><b>COVID-19 Public Health Emergency</b> (<i>standing item</i>)  President Kratochvil wanted to make sure that everyone had seen Interim Chancellor Huff’s email about continuing remote instruction, services, and operations for Spring 2021. Just like this Fall, there will be a relatively small number of personnel on campus in a limited capacity (e.g. some classes, Food Pantry, IT, Custodial team, Buildings &amp; Grounds, Police Services, etc.). VP Montoya reminded everyone that the Custodial team is utilizing enhanced cleaning protocols to disinfect campus areas, particularly those spaces that get used.</p>		
10	<p><b>Updates &amp; Announcements/Constituency Reports:</b></p> <ul style="list-style-type: none"> <li>• President Kratochvil noted that the Governing Board meets later today, and the agenda includes the contract for the new Chancellor.</li> <li>• Academic Senate: James Noel shared that the Academic Senate had several meetings to discuss a vote of no confidence in the Governing Board, and that has now passed. They also unanimously passed an anti-racism resolution. VP Montoya attended a meeting to talk about the budget, and the Senate started reviewing the credit-for-prior-learning policy.</li> <li>• Classified Senate: Nicole Almassey reported that the Classified Senate approved a vote of no confidence in the Governing Board; it was read out at the DGC meeting, and will be read out at the Board meeting tonight. At their last meeting, the Senate set its committees for bylaws and resolution writing, continued work on an anti-racism resolution, discussed a fundraiser, and discussed a communication platform for classified professionals.</li> <li>• Student Senate: Nicholas Sessions shared that LMCAS appointed all of its officer positions this past week. They also approved their budget and had dialogue regarding Courageous Conversations. LMCAS is hosting the IMPACT Leadership Conference this Friday. Mr. Sessions invited the President and other Senate presidents to attend one of their future meetings.</li> <li>• Management Team: Nikki Moultrie offered a “Go, Mustangs!” to the group.</li> <li>• Curriculum: Morgan Lynn reported that there will be more to come from Curriculum in the Spring, when they will engage in conversations that are broader and more philosophical.</li> <li>• Other: Nicole Almassey shared that the Food Pantry will hold another distribution event for students and employees on October 29.</li> </ul>		
11	<b>Community College Items of Interest: Legislation, Research &amp; Best Practices</b> – N/A		
12	<p><b>Campus Communication: Actions &amp; Notable Items to Report from SGC</b></p> <ul style="list-style-type: none"> <li>• SGC approved the EMP; the Governing Board agenda in November will include action items on LMC’s EMP and Mission.</li> </ul>		
13	<p><b>Adjournment</b> – The meeting adjourned at 3:30 p.m. <i>MSC: Erwin/Sukhu.</i>  <i>Yeas – Almassey, Delgado, Erwin, Molina, Montoya, Moultrie, Noel, Sessions, Sukhu; Nays – N/A; Abstentions – N/A.</i></p>		