

LOS MEDANOS
COLLEGE

Shared Governance Council

MINUTES

December 8, 2021

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

MEMBERS PRESENT: B. Kratochvil, M. Lapriore, M. Lewis, M. Lynn, C. Montoya, A. Nogarr, C. Reyes, B. Stone, I. Sukhu.

OTHER ATTENDEES: P. Gunder, C. Hsieh (presenters); M. Crain (guests); J. Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	Welcome – President Kratochvil welcomed everyone to the meeting, including Marci Lapriore, a new SGC member appointed by the Academic Senate. BethAnn Stone noted that Cesar Reyes has been appointed as the third rep for Classified Senate, and will begin attending in the Spring.		
2.	Public Comment: N/A.		
3.	<p>Review</p> <ul style="list-style-type: none"> • Agenda: President Kratochvil reviewed the agenda, and asked that item #8 be moved up to accommodate the presenter. He noted that item #4c is listed as action, but a vote isn't actually required (the item is for discussion/input only). He and Mark Lewis also reminded the group that, although item #4b is listed on the agenda (draft ISLOs, carried over from 11/10/21 meeting), SGC will wait to take action until after the Academic Senate has an opportunity to review/vote. SGC approved the agenda as amended. <i>MSC: A. Nogarr/B. Stone. Yeas – Lapriore, Lewis, Montoya, Nogarr, Stone, Sukhu; Nays – N/A; Abstentions – N/A.</i> • Minutes (draft) from November 10, 2021: SGC approved the 11/10 meeting minutes. <i>MSC: B. Stone/I. Sukhu. Yeas – Lewis, Montoya, Nogarr, Stone, Sukhu; Nays – N/A; Abstentions – Lapriore.</i> 		<p>Agenda approved</p> <p>11/10/21 Minutes approved</p>
4.	Old Business		
4a.	<p>Guided Pathways Update</p> <ul style="list-style-type: none"> • Draft LMC Pathways Chart SGC approved the Pathways Chart, which had been presented/discussed at the last meeting. <i>MSC: B. Stone/I. Sukhu. Yeas – Lapriore, Lewis, Montoya, Nogarr, Stone, Sukhu; Nays – N/A; Abstentions – N/A.</i> • LMC Scale of Adoption Assessment (SOAA) SGC approved the SOAA, which had been presented/discussed at the last meeting. <i>MSC: B. Stone/C. Reyes. Yeas – Lapriore, Montoya, Nogarr, Reyes, Stone, Sukhu; Nays – N/A; Abstentions – Lewis.</i> 	<p>LMC Pathways Chart (draft)</p> <p>LMC Scale of Adoption Assessment (SOAA)</p>	
4b.	<p>ISLO Core Group Update – Draft Institutional Student Learning Outcomes</p> <p>President Kratochvil explained that, as noted earlier during the agenda review, the proposed ISLOs won't be an action item today. If needed, SGC can have further discussion. Dr. Hsieh displayed the latest draft, which contained several updates since the last SGC meeting. She also reported that the Core Group met on 11/18, and this updated version of the ISLOs was presented to Academic Senate on 11/22.</p>	<p>Draft ISLOs</p>	
4c.	<p>Employee Engagement Survey – Review of 2021 Results</p> <p>President Kratochvil reminded SGC that, as part of the Employee Engagement Survey process, the Planning Committee has disseminated results to various groups for review/feedback. Today SGC will review the relevant sections and have an opportunity for input, and then the collective SGC feedback will be forwarded to the Planning Committee. SGC noted the following during its review and dialogue regarding the cross-walked results from 2019 and 2021:</p> <ul style="list-style-type: none"> • Shared Governance <ul style="list-style-type: none"> ○ Q12 & Q13 – Increased % of respondents who selected “agree” or “strongly agree” ○ Q14 – The 61.22% noted for 2019 is actually the combined figure (not averaged), so there was actually some improvement from 2019 to 2021; however the 45% figure leaves room for improvement, and a number of respondents skipped the question. ○ Q15 – It would be helpful to clarify what is meant by/included in “leadership roles (e.g. managers, Senate leaders, initiative/project leads, etc.), and perhaps better to further separate this question into three categories: leadership roles, shared governance, and decision-making processes. ○ Q16 – A question could be added to identify the shared governance groups in which the respondent participates, if any. 	<p>2021 Survey Results</p>	

	<ul style="list-style-type: none"> • Planning Processes <ul style="list-style-type: none"> ○ Q1 – A higher percentage (80+%) responded, with far fewer skipping the question. Perhaps this is because respondents had more clarity, as the Mission Statement review process was quite extensive (e.g. multiple College Assemblies, survey, etc.) ○ Q2 – These responses may be attributed to the great, thorough work of the PIE team. ○ Q3 – The percentages are quite high, but there wasn’t much change from 2019 to 2021. SGC discussed the robust efforts to integrate planning, data-sharing, and broad engagement and assessment. ○ Q4 – The numbers are high and there was improvement from 2019 to 2021, but as with Q15, there is a lot covered in this question; perhaps it would be worthwhile to explore separating the content. • Survey Comments – One of the comments regarding RAP indicated that the goals are lost in the new process, so that may be something for SGC to take into consideration for any future adjustments or improvements to RAP. 		
4d.	<p>Draft Monday Meeting Calendar – Spring 2022 SGC reviewed the draft Spring 2022 calendar, which had been presented at the last meeting, and discussed ways to make the College Assembly time slots, topics, and presentation opportunities more accessible to the campus community. SGC approved the Spring 2022 calendar. <i>MSC: B. Stone/C. Reyes. Yeas – Lapriore, Lewis, Montoya, Nogarr, Reyes, Stone, Sukhu; Nays – N/A; Abstentions – N/A.</i></p>		
5.	New Business [no items]		
6.	<p>Budget Update – Resource Allocation Process (RAP) Vice President Montoya displayed and briefly reviewed the RAP summary sheet presented at the last meeting. The summary sheet, which was identified by SGC’s sub-group of reviewers, is an action item today, with the exception of the four Brentwood Center proposals that require further updating. It was noted that, if classified professional lab positions don’t get approved for the Brentwood Center, “there won’t be any Brentwood Center.” President Kratochvil agreed that the classified roles are critical, and added that the additional review for the Brentwood Center proposals is due to the need to revisit/validate the original proposals (since significant time has passed) and that there are insufficient funds available to cover all of the items. In response to a question about why certain proposals were/weren’t recommended for approval (e.g. Child Development community mentoring and KAC custodial), Vice President Montoya and President Kratochvil explained that it essentially comes down to several factors: one-time funding (yes, included on list) versus ongoing funds (no, excluded from list); alignment with the RAP prioritization categories; and having an applicable/available funding source (e.g. HEERF, instructional support, etc.). SGC unanimously approved the summary list, with the exclusion of the four Brentwood Center proposals (#237, #239, #110, and #40). <i>MSC: B. Stone/C. Reyes. Yeas – Lapriore, Lewis, Montoya, Nogarr, Reyes, Stone, Sukhu; Nays – N/A; Abstentions – N/A.</i></p>	RAP Review Summary	
7.	<p>Accreditation (<i>standing item</i>) President Kratochvil shared that ACCJC will take action on colleges’ reports/visits at its January 2022 meeting, so LMC expects to learn their decision in early February.</p>	Accreditation 2020	
8.	<p>Curriculum – New Certificates, Degrees & Programs</p> <ul style="list-style-type: none"> • New Instructional Program Proposal (Phase 1): College ESL Student Success Certificate SGC approved the College ESL Student Success Certificate proposal, which had been presented/discussed at the last meeting. <i>MSC: M. Lewis/A. Nogarr. Yeas – Lapriore, Lewis, Montoya, Nogarr, Stone, Sukhu; Nays – N/A; Abstentions – N/A.</i> 	College ESL Student Success Certificate proposal	ESL certificate proposal approved
9.	<p>COVID-19 Public Health Emergency President Kratochvil invited the SGC members to ask questions and/or share comments. Morgan Lynn referenced “glitches” with student registration because of the vaccination requirement. President Kratochvil noted that the District Office is aware of the issue and is working to address it. He and VP Montoya explained that the District’s approach is to let all students register – then, on the back end, work out getting the vaccination documentation. VP Montoya added that LMC will be expanding free on-site COVID testing to all students and employees.</p>	4CD COVID-19 Info LMC COVID Updates	

10	Updates & Announcements/Constituency Reports <ul style="list-style-type: none"> • President Kratochvil – no report. • Academic Senate – Mark Lewis reported that he will serve as Academic Senate president in the Spring, with Louie Giambattista as interim VP. The Senate fleshed out the Richard Livingston “Students Come First” award, which can be given to any LMC employee for a specific act or initiative to help students. They also had presentations on RAP, the budget, ISLOs, and program revitalization. Professor Lewis went on to provide an overview of Senate discussions regarding what the breakdown should be for class offerings (e.g. on-campus or remote), noting that faculty feelings are mixed (i.e. strong feelings exist on all sides of the issue). • Classified Senate – BethAnn Stone shared that the Classified Senate had elected Cesar Reyes to serve as Vice President and Aaron Nakaji as Secretary. The Senate is also reviewing its bylaws and will be providing feedback to the Planning Committee. Lastly, the Senate is doing a Fun-Run to support student scholarships. • LMCAS – no rep present. • Management Team – no report. • Curriculum – Morgan Lynn shared that the Committee: completed its approval cycle this Fall; approved several new courses related to new programs that have gone through the Phase 1 process; developed a course cross-listing policy for Academic Senate to review/approve; and is placing program approval on everyone’s radar, so that the process can be made more efficient. She noted that the Committee had a great team this semester, and President Kratochvil offered kudos for her leadership. 		
11	Community College Items of Interest: Legislation, Research & Best Practices – N/A		
12	Campus Communication: Actions & Notable Items to Report from SGC President Kratochvil noted that there were several items for SGC members to share with their respective constituency groups, including: approval of the LMC Pathways Chart, the SOAA, the ESL Certificate proposal, and the RAP funding recommendation. They can also share that the draft ISLOs will return to SGC as an action item in the Spring, following Academic Senate review/action.		
13	Adjournment – SGC agreed, by consensus, to adjourn the meeting at 4:06 p.m.		Meeting adjourned