

LOS MEDANOS
COLLEGE

Shared Governance Council

MINUTES

February 23, 2022

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

MEMBERS PRESENT: R. Anicetti, B. Kratochvil, M. Lapriore, M. Lewis, M. Lynn, C. Montoya, A. Nogarr, C. Reyes, J. Saito, B. Stone, I. Sukhu, L. Velazquez, T. Zavala.

OTHER ATTENDEES: N. Hannum (presenter); A. Simone (guest); J. Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	Welcome – President Kratochvil welcomed everyone to the meeting, including Trinidad Zavala, who has been appointed by the Academic Senate and will replace Mark Lewis on SGC.		
2.	Public Comment – N/A		
3.	Review <ul style="list-style-type: none"> • Agenda: President Kratochvil reviewed the agenda, and asked to have item #5a moved up to accommodate the guest presenter. SGC approved the meeting agenda, as amended. <i>MSC: R. Anicetti/C. Reyes. Yeas – Anicetti, Lapriore, Nogarr, Reyes, Saito, Stone, Sukhu, Zavala; Nays – N/A; Abstentions – N/A.</i> • Minutes (draft) from February 9, 2022: SGC approved the 2/9 meeting minutes. <i>MSC: B. Stone/A. Nogarr. Yeas – Anicetti, Lapriore, Nogarr, Reyes, Saito, Stone, Sukhu, Velazquez; Nays – N/A Abstentions – Zavala.</i> 		Agenda approved 2/9/22 Minutes approved
4.	Old Business		
4a.	Distance Education (DE) Strategic Plan Based on SGC’s discussions/questions at the last meeting, Aprill Nogarr shared additional information regarding the CVC exchange (e.g. home college and teaching college, reviewing the data dashboard, demonstrating how students search for classes online, etc.). SGC unanimously approved the DE Strategic Plan, which had been presented/discussed at the last SGC meeting. <i>MSC: A. Nogarr/C. Reyes. Yeas – Anicetti, Lapriore, Montoya, Nogarr, Reyes, Saito, Stone, Sukhu, Velazquez, Zavala; Nays – N/A Abstentions – N/A.</i>	DE Strategic Plan	
4b.	2020-25 Educational Master Plan (EMP) Implementation & Action Plans: Section 1 (Objectives) and Section 2 (Output & Outcomes) President Kratochvil provided a recap of the EMP implementation process that was presented/discussed at the prior SGC meeting, and displayed/reviewed the EMP objectives and alignment with committees/plans/groups. He then displayed and reviewed a spreadsheet of SGC’s seven aligned EMP objectives, including sample activities, that the President’s Office put together to help prompt the conversation today. During SGC’s initial discussion, it was noted that: for objective 5.3, the total cost of ownership (TCO) policy is included in the Technology Plan; with the SEM Committee reporting to SGC, that group’s work would be reflected in connection to objective 2.3; similarly, a reference to the Planning Committee could be listed for 1.5, since it reports to SGC and coordinates the sharing/review of survey results; there could be better efforts to operationalize/enhance the connections and reports among SGC, IDEA, and EEO Committee; any specific actions/dialogue/steps that SGC has engaged in (related to the seven objectives) should be outlined (e.g. for 1.5, SGC closely reviewed the 2021 Employee Engagement Survey results, compared those with 2019 results, and identified key items/areas for improvement); and the spreadsheet format was helpful to discussions. President Kratochvil asked the SGC members to continue thinking about activities aligned with the seven objectives, as there will be further discussions over the coming meetings.	EMP Implementation	
5.	New Business		
5a.	Draft Program Revitalization & Discontinuance Policy Vice President Hannum provided an overview of the draft policy, which has already been reviewed and approved by the Academic Senate, as well as some background on its purpose/development. She noted that LMC currently has three programs “on watch,” so revitalization efforts are currently underway. President Kratochvil noted that significant efforts are involved in the revitalization process for programs, adding that it had been about a three-year process in total for Appliance Technology – and, unfortunately, the College determined the need to discontinue the program. He also provided an overview of what is outlined each year in the Educational Planning Report for the District. VP Hannum explained that – although specific language isn’t included in this document – for the purposes of the policy, a “program” refers to credit-bearing instructional programs (i.e. programs of study) that lead to degrees/certificates. She will share a copy of the Educational Planning Report template for SGC.	Draft Policy	

6.	Budget Update – Vice President Montoya shared that there wasn't a specific update to provide, other than noting that Business Services is developing the 2022-23 LMC budget.		
7.	Accreditation (<i>standing item</i>) – N/A	Accreditation 2020	
8.	Curriculum: New Certificates, Degrees & Programs – N/A.		
9.	COVID-19 Public Health Emergency President Kratochvil reminded the group of the recent district-wide message regarding the continuation of the indoor mask mandate through Spring semester. As noted in that communication, there are only a handful of exceptions (e.g. short periods of time for individual students performing in a Drama class). When asked about restrictions for serving food on campus, he and VP Montoya explained that food can be served, but all items need to be individually wrapped. No determination has been made yet regarding the vaccination policy for Summer/Fall.	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, as referenced earlier, the Senate had passed the Program Revitalization & Discontinuance Policy. He has also drafted the Academic Senate alignment for the EMP implementation, and will be taking it to the full Senate at Monday's meeting, as well as the feedback on the cross-walked results from the Employee Engagement Survey. In addition, he sent out an invitation to LMCAS senators to speak at the Academic Senate meeting. Lastly, he shared that he'd also put a call out for faculty interested in attending equity-related conferences, as the Senate has funds available.• Classified Senate – BethAnn Stone shared that, at their last meeting, the Senate: had their first “Chat with a VP” items, spending 15 minutes each with VP Maxwell (re: District COVID policies and safety protocols, decreased enrollment for disproportionately-impacted groups, Outreach strategies, and employee morale) and VP Montoya (re: food service on campus, facilities usage, dissemination of COVID testing kits and KN95 masks, classified professional vacancies, and upcoming District budget forums); reviewed, revised, and approved their bylaws; reviewed info on District complaint policies; discussed plans for JobLinks on June 2; and explored ideas for a fundraising gala.• LMCAS – Luisa Velazquez reported that, at their last meeting, LMCAS talked about extending their application deadline. They are also looking to host a social on March 23, and are trying to get student clubs involved. LMCAS is also exploring ways to support ZTC, and have heard from students about having more food options available on campus. President Kratochvil noted that VP Montoya has been working diligently on that for quite some time, and part of the challenge is that providers haven't been interested due to the volume or lack thereof (i.e. not enough potential revenue). VP Montoya has explored numerous options, including food trucks and partnering with DVC. In the meantime, there are some offerings available in the Bookstore and, unfortunately, the vending machine providers have been unresponsive. There are more avenues to explore, as this is certainly a high priority.• Management Team – no report.• Curriculum – Morgan Lynn stated that there wasn't a report from Curriculum Committee, but that TLC and VP Hannum are collaborating to plan a College Assembly to work with faculty on their curriculum.• Other – President Kratochvil asked Jennifer Saito to remind the group about the rescheduled time for Richard Livingston's Celebration of Life. Ms. Saito shared that the celebration will be held on Sunday, March 13, at 1:00 p.m. in the Student Union Conference Center. Program speakers will include President Emeritus Garcia and Kasey Gardner (former LMC faculty), and there will also be opportunities for attendees to speak about/share memories of Richard.		
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 DE Strategic Plan; a first-read of the draft Program Revitalization & Discontinuance Policy, which will be an action item at the next meeting; and that work will continue on the EMP implementation (objectives, output, and outcomes).		
13.	Adjournment – SGC agreed, by consensus, to adjourn the meeting at 3:43 p.m.		Meeting adjourned