

**LOS MEDANOS
COLLEGE**

Shared Governance Council

MINUTES

December 12, 2018

2:00 - 4:00 p.m., Room SS4-409

MEMBERS PRESENT: Nicole Almassey, Deborah Baskin, Louie Giambattista, Natalie Hannum, Susie Hansen, Bob Kratochvil, Morgan Lynn, Alex Porter.

OTHER ATTENDEES: Tamara Green, BethAnn Stone (presenters); Paul West (guest); Jennifer Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	<p>Public Comment Louie Giambattista wished everyone Happy Holidays. Natalie Hannum shared that, as suggested by SGC, info on LMC’s AB 705 efforts was shared with K-12 partners at the recent “Educational Partners” meeting. President Kratochvil offered kudos for all those involved in that work, particularly the English and Math faculty. On a related note, each college will be providing an update at the Governing Board meeting tonight. Morgan Lynn thanked the President’s Office for the Holiday Reception held on Monday.</p>		
2.	<p>Welcome President Kratochvil welcomed everyone to the meeting.</p>		
3.	<p>Review</p> <ul style="list-style-type: none"> • Agenda for December 12th President Kratochvil reviewed the agenda, which was approved by the SGC members. <i>MSC: Giambattista/Almassey.</i> <ul style="list-style-type: none"> ○ <i>Yeas – Almassey, Baskin, Giambattista, Hannum, Hansen, Lynn, Porter; Nays – N/A; Abstentions – N/A.</i> • Minutes (draft) from November 28th The SGC members reviewed and approved the minutes from the meeting held on November 28, 2018. <i>MSC: Giambattista/Porter.</i> <ul style="list-style-type: none"> ○ <i>Yeas – Almassey, Baskin, Hannum, Lynn, Porter; Nays – N/A; Abstentions – Giambattista, Hansen.</i> 		<p>Agenda approved</p> <p>Minutes approved</p>
4.	Old Business [N/A]		
4a.	<p>New Instructional Program Proposal – Certificate of Achievement: Applied Three Dimensional Design (Art/Graphic Communications) SGC unanimously approved the proposal for the Applied 3D Design certificate proposal, which was presented and reviewed at the last meeting. Dean Hannum shared that the coding questions/suggestions raised during that discussion have been passed along to Dean Ybarra.</p> <ul style="list-style-type: none"> • <i>MSC: Hannum/Almassey. Yeas – Almassey, Baskin, Giambattista, Hannum, Hansen, Lynn, Porter; Nays – N/A; Abstentions – N/A.</i> 		<p>Certificate proposal approved</p>
4b.	<p>Resource Allocation Process (RAP) President Kratochvil noted that VP Porter send out a campus-wide message about RAP, submitting additional resource requests, and the timeline. VP Porter indicated that he had not received any additional questions following his email. They provided a recap of next steps, which include reviewing requests in February, and the process by which proposals can be updated and/or added to the “Parking Lot.”</p>		
5.	New Business		
5a.	<p>Draft “Monday Meeting Calendar” for Spring 2019 President Kratochvil displayed and reviewed the draft Monday Meeting Calendar, which was emailed to the SGC members yesterday evening. Nicole Almassey noted that, after consulting with Joshua Bearden, the Senates would like to switch the February dates for their meetings: February 4th will be the regular meetings; February 11th will be the joint meeting. <i>MSC: Porter/Giambattista. Yeas – Almassey, Baskin, Giambattista, Hannum, Hansen, Lynn, Porter; Nays – N/A; Abstentions – N/A.</i></p>		<p>Spring calendar approved</p>
6.	<p>Budget Update (standing item) President Kratochvil reported that, at the Governing Board this evening, Jonah Nicholas will make a presentation about the new Student-Centered Funding Formula (SCFF). VP Porter and President Kratochvil then provided SGC with a brief overview of the SCFF, including the success metrics, projected \$9M loss for our District, and the three-year hold harmless parameters. SGC then had a group discussion about the SCFF, such as how it applies to the District (not the individual colleges), the impact on plans for Guided Pathways and other initiatives, etc... Dean Hannum noted that indications from CCCCCO are that the Student Equity & Achievement Program will eventually “merge” with the Strong Workforce Program.</p>		

7.	<p>Accreditation (<i>standing item</i>)</p> <ul style="list-style-type: none"> Standard I.A: Mission Tamara Green and BethAnn Stone, members of the Accreditation Standard I Team, attended the SGC meeting to gather information about the Mission Statement as a means of informing the ISER narrative. They provided SGC with a copy of the LMC Mission Statement, as well as a Standard IA handout that outlines ACCJC notes designed to assist Visit Teams in their evaluation of an institution. Question #1 asks whether the Mission defines the population it serves. The consensus among the SGC members was that, no, LMC’s Mission does not define the population served by the College. The group then discussed how to better identify the population served, without winding up with a mile-long Mission Statement. President Kratochvil noted that, based on dialogue in SGC and elsewhere, feedback has been that the Mission needs to be re-vamped/re-engineered and that it doesn’t necessarily capture who we are and what we do now. He suggested that it could be useful to have several proposed drafts for people to consider (rather than just asking people if the existing Mission should remain as-is, like the last review process). Ms. Green and Ms. Stone inquired about SGC’s perspective on the connections between the Mission Statement and the committee’s role in resource allocation, planning, and decision-making. The Council members indicated that they review the LMC Mission Statement and SGC Position Paper at the first meeting of each academic year. They also viewed Resource Allocation Process (RAP) proposals and decisions as being indirectly informed by the Mission Statement: the Mission drives development of the Strategic Plan and goals, to which Program Review action plans are tied; Program Review then generates RAP requests. <p>After the Standard I presenters departed, SGC continued their discussion on reviewing the Mission Statement. President Kratochvil asked if any of the Council members were interested in drafting a revised version of the Mission. Several members volunteered/agreed to work on drafts: Morgan Lynn, Natalie Hannum, Nicole Almassey, and Jennifer Adams. It was noted that SGC’s student reps will be invited to work on drafts, and perhaps it will be beneficial to include people outside of SGC. There was agreement that the proposed drafts will be reviewed at the February 27th meeting. VP Porter reminded the group that they will also be reviewing/rating RAP requests at that meeting.</p>		
8.	<p>Curriculum</p>		
9.	<p>Updates & Announcements/Constituency Reports:</p> <ul style="list-style-type: none"> President Kratochvil reminded the group about the info he previously shared (at SGC and via campus email) regarding plans for the two Vice President positions: VP of Instruction; VP of Student Services. The two interims appointed will be Gail Newman (Student Services) and Sally Montemayor Lenz (Instruction). For those who may not know Dr. Montemayor Lenz, she previously worked at our District Office as Associate Vice Chancellor of Educational Services and has extensive community college experience that includes work at CCCCCO. Academic Senate: Louie Giambattista reported that, at their last meeting, the Academic Senate had a big presentation on “Late Adds.” Classified Senate: Nicole Almassey shared that she and Debbie Baskin met with President Kratochvil and VP Porter regarding the Crab Feed the Senate will be co-hosting with the LMC Foundation. The Crab Feed will be held on March 9, with proceeds going to both organizations. JobLinks will be held at DVC on June 6. Approximately \$1,800 was raised for scholarships via the Holiday Luncheon. Management Team: no report. Student Senate: no rep present. Curriculum: Louie Giambattista reported that Curriculum Committee had a demo of the eLumen product. President Kratochvil noted that Senior Dean Hsieh will serve as LMC’s point-person for eLumen implementation, and the District will be purchasing the modules for Curriculum, Program Review, and Assessment (learning outcomes). Other: N/A. 		
10	<p>Community College Items of Interest: Legislation, Research & Best Practices [no items]</p>		
11	<p>Campus Communication: Actions & Notable Items to Report from SGC – N/A</p>		
12	<p>Adjournment The SGC meeting adjourned at 3:31 p.m. <i>MSC: Lynn/Giambattista.</i></p> <ul style="list-style-type: none"> <i>Yeas – Almassey, Baskin, Giambattista, Hannum, Hansen, Lynn, Porter; Nays – N/A; Abstentions – N/A.</i> 		