

**LOS MEDANOS  
COLLEGE**

**Shared Governance Council**

**MINUTES**

December 11, 2019

2:00 - 4:00 p.m., CO-420 (relocated from CC2-225)

MEMBERS PRESENT: Nicole Almassey, Robert Delgado, Louie Giambattista, Natalie Hannum, Susie Hansen, Bob Kratochvil, Carlos Montoya, Carla Rosas.

OTHER ATTENDEES: Diane White (presenter); Melissa Inzunza, Jinpa Tharchin, Roseann Erwin (guests/observers); Jennifer Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
<b>STANDING ITEMS:</b>			
1.	<b>Public Comment – N/A</b>		
2.	<b>Welcome</b> President Kratochvil welcomed everyone to the meeting.		
3.	<b>Review</b> <ul style="list-style-type: none"> <li>• Agenda for December 11<sup>th</sup> SGC approved the meeting agenda. <i>MSC: Giambattista/Almassey.</i> <i>Yeas – Almassey, Delgado, Giambattista, Hansen, Montoya, Rosas; Nays – N/A; Abstentions – N/A.</i></li> <li>• Minutes (draft) from November 13, 2019 The minutes from November 13<sup>th</sup> were approved. <i>MSC: Almassey/Rosas. Yeas – Almassey, Giambattista, Montoya, Rosas; Nays – N/A; Abstentions – Delgado, Hansen</i></li> </ul>		<p>Agenda approved</p> <p>11/13/19 minutes approved</p>
4.	<b>Old Business</b>		
4a.	<b>LMC Mission Statement Review Process</b> President Kratochvil introduced Diane White, the consultant working with the College on the EMP and Mission Statement process, and asked the attendees to introduce themselves. Ms. White distributed, displayed, and reviewed the themes that emerged from the survey results. President Kratochvil noted that there were a total of 331 respondents: 68 faculty; 25 classified professionals; 22 administrators; 198 students; and 18 community members. Ms. White engaged SGC in dialogue about preferences regarding a new Mission Statement (e.g. length, themes included, etc...), and the consensus seemed to be that a more concise Mission would be better. There was some discussion about the prospect of sharing the draft sentences/Mission at Opening Day, but it was suggested that SGC should have an opportunity to review/discuss/refine that before putting it before the College at large. For next steps: 1) Ms. White will use the themes to develop draft sentences to be shared with SGC via email for feedback [over Winter Recess]; 2) SGC’s feedback will be used to narrow down a single draft Mission Statement for review/discussion at the February 12 <sup>th</sup> meeting; 3) the draft could then be reviewed by the 3 Senates at their February 24 <sup>th</sup> meetings; and 4) the March 2 <sup>nd</sup> College Assembly would focus on review and discussion of the draft by the campus community.	<p><a href="#">Mission, Vision &amp; Values College Assembly PPT (9/30/19)</a></p>	
4b.	<b>Resource Allocation Process (RAP)</b> Vice President Montoya continued the dialogue that began at the last meeting to review/rate the RAP proposals. Nicole Almassey sought clarification on two proposals: #91 for PE and Student Union custodial costs; and the Library position at the Brentwood Center (part of #110). She inquired why the custodial costs were combined for PE and SU, resulting in a higher rating (for addressing multiple projects), while the custodial costs for the new Brentwood Center are listed separately. VP Montoya noted that the question is valid and acknowledged that the rating metric/system isn’t perfect, and added that SGC can adjust the rating if there’s consensus to do so. For the Library position, it was confirmed to be .50FTE.  The group discussed that there seemed to be additional requests potentially related to the three new facilities, but not rated higher on the list: Brentwood Center – # 102, 103, 104, 105, 107, 109, and possibly 106; PE & SU – #93, 94, 98, 99, and 18. President Kratochvil and the SGC members reviewed and “normed” the list together to separate those requests specifically tied to the new facilities (e.g. supplies for classes/labs that haven’t been held at the Brentwood Center before), versus requests tied to a specific department (e.g. new Administrative Assistant for Athletics). The group discussed two proposals from the Center for Academic Support, reaching consensus	<p><a href="#">Proposed Rating Criteria</a></p>	

	<p>that #105 (Program Assistant) would be a priority over #104 (Student Worker). President Kratochvil noted that new facilities also have one-time budgets for furniture, fixtures, and equipment (FF&amp;E) that may address some of the other requests on the list (e.g. equipment and supplies to outfit new spaces). Several members expressed support for funding one-time requests for new facilities, but felt that more information would be needed to approve new permanent positions (with ongoing funding).</p> <p>Given the robust dialogue and review of the request list, along with identified priorities, SGC reached agreement on the “top 5” proposals. Realizing that the current total of those proposals exceeds the available funds, the members recommend that President Kratochvil – working with the VPs and Business Services – “whittle down” the amounts to fit within the available funds (\$650K-700K).  <i>MSC: Almassey/Hannum. Yeas – Almassey, Bearden, Delgado, Hannum, Hansen, Montoya, Rosas; Nays – N/A; Abstentions – N/A.</i></p>		
4c.	<p><b>SGC Sub-Committees</b></p> <ul style="list-style-type: none"> <li>• <b>Strategic Enrollment Management (SEM) Committee</b>  At its last meeting, SEM had a discussion and unofficial “straw poll” regarding whether it should remain as a Brown Act sub-committee. Vice President Montoya shared that info so that the SGC reps could get input from their constituents on that prospective change. Josh Bearden commented that, now that SEM is evolving, it seems to be an organizing/information-gathering/recommending group to decision-making committees – rather than a decision-making body.</li> </ul>		
4d.	<p><b>Educational Master Plan</b>  President Kratochvil reviewed the upcoming EMP process timeline. He noted that, at the “Educational Partners Meeting” this morning, Dr. Hsieh conducted a “SOAR” activity (Strengths, Opportunities, Aspirations &amp; Results) with the K-12 reps in attendance. A “SOAR Survey” will be launched to garner feedback from classified professionals, faculty, managers, students, and community members.</p>	<a href="#">EMP 2020-2025</a>	
<b>5. New Business</b>			
5a.	<b>Grant/Initiative Updates</b> – no items		
<b>6. Budget Update</b> ( <i>standing item</i> ) – no items			
7.	<p><b>Accreditation</b> (<i>standing item</i>)</p> <ul style="list-style-type: none"> <li>• <b>Institutional Self Evaluation Report (ISER) – Draft of Standards IVA &amp; IVB</b>  After having reviewed the Standard IVA and IVB drafts, SGC didn’t have any additional feedback to provide.</li> </ul>	<a href="#">ACCJC Guide &amp; Standards</a> <a href="#">LMC ISER 2020 Draft</a> (Standard IV, p124-145)	
<b>8. Curriculum</b> ( <i>standing item</i> ) – no items			
9.	<p><b>Updates &amp; Announcements/Constituency Reports:</b></p> <ul style="list-style-type: none"> <li>• President Kratochvil: The Governing Board meeting will be held at CCC this evening. Chancellor Wood initially announced his retirement for March, but he will now be leaving at the end of December due to a family member’s health issue. President Kratochvil hopes to announce the interim Vice President of Instruction by the end of the week.</li> <li>• Academic Senate: Josh Bearden had previously reported that the Academic Senate has asked its sub-committees to review/update their respective position papers. To that end, he shared that they plan to hold a “Curriculum Summit” on February 28; this will enable several groups to work together on that review process, as their work is inter-related. The Senate will also hold elections in the Spring.</li> <li>• Classified Senate: Nicole Almassey noted that the Classified Senate held the Holiday Luncheon last week, with others adding that it was a wonderful event. The Senate also hosted a bowling night for classified professionals. Ms. Almassey announced that the Crab Feed is planned for March 14 – hopefully in the new Student Union – and BethAnn Stone will chair the event planning committee.</li> <li>• Student Senate: no rep present.</li> <li>• Management Team: no report.</li> <li>• Curriculum: Louie Giambattista reported that the Curriculum Committee</li> <li>• Other: Natalie Hannum displayed an updated feature on the Workforce Development webpage that shows the details, status, and funding expenditures of grants they manage. She expressed kudos to Irene Sukhu, with help from Eloine Chapman, for the work on it.</li> </ul>		
<b>10 Community College Items of Interest: Legislation, Research &amp; Best Practices</b> – N/A			
<b>11 Campus Communication: Actions &amp; Notable Items to Report from SGC</b> – N/A			
<b>12 Adjournment</b> – The SGC meeting adjourned at 3:56 p.m. <i>MSC: Hansen/Bearden. Yeas – Almassey, Bearden, Delgado, Hannum, Montoya, Rosas; Nays – N/A; Abstentions – N/A.</i>			