Shared Governance Council

MINUTES
April 27, 2022
2:00 - 4:00 p.m., via Zoom

MEMBERS PRESENT: R. Anicetti, B. Kratochvil, M. Lapriore, M. Lynn, C. Montoya, A. Nogarr, C. Reyes, J. Saito, I. Sukhu, T. Zavala.
OTHER ATTENDEES: E. Haven, C. Hsieh, E. Sanchez (presenters); M. Crain, M. Lewis, J. Tharchin, C. Wood (guests); J. Adams (support).

Item #		Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:				
1.		**Welcome** – President Kratochvil welcomed everyone to the meeting.		
2.		**Public Comment** – Rachel Anicetti congratulated Cesar Reyes, who is a new dad. Cesar shared that his daughter's name is Ren Camille.		
3.		**Review** • Agenda: President Kratochvil reviewed the agenda, and asked to move up the department proposal to accommodate the guest presenters. SGC approved the meeting agenda, as amended. *MSC: R. Anicetti/C. Reyes. Yeas – Anicetti, Lapriore, Montoya, Nogarr, Saito, Sukhu, Zavala; Nays – N/A; Abstentions – N/A.* Later in the meeting, SGC further amended the agenda to move up the QFE Progress Report item. *MSC: C. Reyes/I. Sukhu. Yeas – Anicetti, Lapriore, Montoya, Nogarr, Saito, Sukhu, Zavala; Nays – N/A; Abstentions – N/A* • Minutes (draft) from April 13, 2022: SGC approved the 4/13 meeting minutes. *MSC: I. Sukhu/A. Nogarr. Yeas – Anicetti, Lapriore, Montoya, Nogarr, Saito, Sukhu, Zavala; Nays – N/A; Abstentions – Reyes.*		Agenda approved 4/13/22 Minutes approved
4.		**Old Business**		
	4a.	**Draft Technology Plan 2022-28** Vice President Montoya displayed and reviewed the updated draft of the Technology Plan, which was provided to SGC in advance of the meeting. He noted that the TAG working group had incorporated some of the feedback from the campus community, with a bit more to review. In addition, they added Objective 2.1 – "Ensure equity and inclusivity are incorporated in the implementation of technology for all faculty, classified professionals, managers, and IT professionals." SGC unanimously approved the Technology Plan. *MSC: R. Anicetti/I. Sukhu. Yeas – Anicetti, Lapriore, Montoya, Nogarr, Saito, Sukhu, Zavala; Nays – N/A; Abstentions – N/A*	Revised 2022-28 Technology Plan (draft)	2022-28 Tech Plan approved
5.		**New Business**		
	5a.	**Department Proposal: Art & Humanities/Philosophy** President Kratochvil welcomed guest presenters Edward Haven and Eric Sanchez to provide an overview of the department proposal, which is an informational item for SGC. Professor Haven shared the context for the proposed merger, noting that: the faculty all work very well together; new department bylaws have been developed; and the proposal have received Academic Senate endorsement. Prompted by a question from President Kratochvil, Professor Haven expanded on how/why this will be beneficial to our students.	Department Proposal	
	5b.	**Draft Monday Meeting Calendar: Fall 2022** President Kratochvil displayed and reviewed the draft Monday Meeting Calendar for Fall 2022 and, for the new SGC members, provided an overview of the dates/items included and process involved. SGC discussed the proposed calendar, including that: faculty expressed interest in having more time to discuss faculty-specific topics/concerns, since time is limited during Academic Senate meetings (Lewis); LMC should return to in-person engagement for meeting modality (Saito); "engagement" and "modality" shouldn't be conflated (Lynn); consideration should be given to "both/and" rather than "either/or" for meeting modality (Lapriore); the College may want to start with resuming in-person meetings and then move into more hy-flex formats, recognizing that the latter requires an investment of equipment, training, and staffing (Reyes); and it would be helpful to have a comprehensive committee schedule calendar (Anicetti). President Kratochvil asked the SGC members to share/review the draft calendar with their respective constituency groups, as it will be an action item at the next meeting.	Fall 2022 Monday Meeting Calendar (DRAFT)	

6.	**Budget Update** • **Spring 2022 Resource Allocation Process (RAP) Proposal Review** Vice President Montoya displayed and provided an overview of the "Spring 2022 SGC RAP Summary," which includes approximately $28K in priority category proposals for one-time funding and approximately $86K in priority category proposals for ongoing funding. Since there isn't funding available for ongoing allocations, the recommendation is to approve only one-time requests. Dr. Montoya explained that the summary list was compiled following a preliminary review by Business Services; in the past, the process has also included the use of a scoring rubric and/or review and recommendation from an SGC sub-group. SGC discussed the summary list, including: the amount of one-time funding available; whether the ongoing proposals could be funded on a one-time basis; how and by whom proposals were determined to align with the priority categories; whether "carry-over" items in the Budget Request Database (BRD) were reviewed again (and compared against the new Spring 2022 proposals and the priority categories); and if there is a more systematic way of documenting budget managers' review of the BRD for proposals they could fund. VP Montoya agreed to send the SGC members a copy of the full BRD spreadsheet after the meeting, so they can more thoroughly review/compare all of the proposals, along with the info he's previously shared regarding the funding source parameters. President Kratochvil noted that the discussion/review will continue at the next SGC meeting on May 11.	Spring 2022 SGC RAP Summary Spring 2022 Budget Request Database	
7.	**Accreditation** (*standing item*) • **Quality Focus Essay (QFE) – Progress Report** Senior Dean of Planning & Institutional Effectiveness, Dr. Chialin Hsieh, displayed and reviewed the QFE Progress Report. She provided an overview of the progress report, including: the three QFE projects (Intentional Outreach, Strategic Scheduling, and Focused Retention); leads for each of the projects; the timeline; intended measurable outcomes of the projects; anticipated impact on student learning and achievement; and the narrative update, data charts, and overall takeaways that document progress. President Kratochvil emphasized that the purpose of the QFE is continuous quality improvement; early on in this process we set some institutional benchmarks, and there isn't anything wrong with resetting those data metrics as we evaluate our collective progress. During SGC's discussion, it was noted that: these data are partly what prompted faculty to want additional time for dialogue outside of Academic Senate meetings; we should be mindful of/avoid using terms such as "under-performing" to describe students, as that is deficit-based language that may add a negative connotation to students (particularly those in disproportionately-impacted groups); there should be clarification of how a first-year cohort is defined (e.g. if a student enrolls in an LMC class while in high school, they are included as part of the first-year cohort when they join us as a freshman); and that the narrative should include a reference to the impact of removal of a structural obstacle on enrollment in English 100 (i.e. the 20% first-year enrollment in ENGL-100 five years ago is now approximately 30% because we eliminated placement discrimination into lower courses).	QFE Progress Report	
8.	**Curriculum: New Certificates, Degrees & Programs** – N/A		
9.	**COVID-19 Public Health Emergency** – N/A	4CD COVID-19 Info LMC COVID Updates	
10.	**Updates & Announcements/Constituency Reports** – In the interest of time, updates were deferred to the next meeting. • President Kratochvil – N/A • Academic Senate – N/A • Classified Senate – N/A • LMCAS – N/A • Management Team – N/A • Curriculum – N/A • Other – N/A		
11.	**Community College Items of Interest: Legislation, Research & Best Practices** – N/A		
12.	**Campus Communication: Actions & Notable Items to Report from SGC** SGC approved the 2022-28 LMC Technology Plan.		
13.	**Adjournment** – SGC agreed, by consensus, to adjourn the meeting at 4:08 p.m. *MSC: I. Sukhu/C. Montoya.*		Meeting adjourned