

LOS MEDANOS
COLLEGE

Shared Governance Council

MINUTES

September 14, 2022

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

MEMBERS PRESENT: R. Anicetti, J. Bui, B. Kratochvil, M. Lapriore, M. Lynn, C. Montoya, A. Nogarr, J. Saito, B. Stone, I. Sukhu.

OTHER ATTENDEES: E. Sanchez (presenter); M. Lewis (guest); J. Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	Welcome & Introductions – President Kratochvil welcomed the SGC members and guests to the meeting.		
2.	Public Comment – N/A		
3.	<p>Review</p> <ul style="list-style-type: none"> • Agenda: President Kratochvil reviewed the agenda, and asked to move up item #8 (New Instructional Program Proposal: Photography Certificate of Achievement) to accommodate the guest presenter. SGC approved the meeting agenda, as amended. <i>MSC: A. Nogarr/J. Saito. Yeas – Anicetti, Bui, Lapriore, Montoya, Nogarr, Saito, Stone, Sukhu; Nays – N/A; Abstentions – N/A.</i> • Minutes (draft) from May 11, 2022: SGC approved the 5/11 meeting minutes. <i>MSC: B. Stone/R. Anicetti. Yeas – Anicetti, Bui, Lapriore, Montoya, Nogarr, Saito, Stone, Sukhu; Nays – N/A; Abstentions – N/A.</i> 		<p>Agenda approved</p> <p>5/11/22 Minutes approved</p>
4.	Old Business [no items]		
5.	New Business		
5a.	<p>Review of Shared Governance Materials</p> <ul style="list-style-type: none"> • SGC Position Paper President Kratochvil provided an overview of the Position Paper, which underwent a fairly laborious review/revision process several years ago. During today’s review, he referenced various Position Paper elements such as membership, bi-directional communication, and voting. • Guidelines for Committees – Membership/Participation & Operations President Kratochvil continued the review of the College’s Shared Governance materials, including the 2014 and 2017 committee guidelines that SGC adopted for itself and its sub-committees. 	<p>Position Paper</p> <p>Committee Guidelines: Operations (2014) & Participation/Operations (2017)</p>	
5b.	<p>Review of LMC Mission, Values & Vision Statements</p> <p>With the Mission, Values, and Vision displayed on the screen, President Kratochvil reviewed each of the institutional statements with SGC.</p>	<p>Mission, Values & Vision</p>	
6.	<p>Budget Update</p> <ul style="list-style-type: none"> • Fall 2022 Resource Allocation Process (RAP) Vice President Montoya presented an overview of RAP, including the process timeline and a sample of the approval memo. He shared that, for the Fall 2022 cycle, there will be approximately \$110K available for one-time funding. SGC engaged in a lengthy discussion of RAP and possible elements to enhance/add, including: training for requestors (perhaps similar to Program Review training series, rather than College Assembly); aligning requests with institutional priorities and student needs; informing campus community about amount of available funds at the outset of each cycle; importance of compiling requests in BRD, even if additional funds aren’t available; publishing any rubrics/rating sheets; codifying the process/timeline for utilizing SGC’s RAP sub-committee for reviewing BRD proposals; streamlining the process for fund managers to review BRD proposals for potential funding; responding to a question, President Kratochvil clarified that President’s Cabinet reviews/signs proposals submitted in their respective areas, but don’t have a role in decision-making after SGC’s recommendation; maintaining an equitable process; having SGC (and/or SGC’s RAP sub-committee) remain focused on reviewing/identifying proposals that address the institutional priorities (as opposed to focusing on what can be funded). For the next SGC meeting, President Kratochvil ask VP Montoya to provide an outline of prospective RAP process enhancements, based on today’s dialogue. 	<p>RAP Overview</p>	
7.	Accreditation (<i>standing item</i>) – N/A		

8.	<p>Curriculum: New Instructional Program Proposal</p> <ul style="list-style-type: none"> • Certificate of Achievement in Photography Eric Sanchez provided an overview of the Photography Certificate new program proposal, which had been provided to SGC in advance of the meeting. He explained that, for those earning the certificate and transferring to a four-year institution, the certificate will demonstrate their level of expertise. President Kratochvil reminded the group that the proposal will be an action item at the next SGC meeting. 	Photography Certificate proposal	
9.	<p>Updates & Announcements/Constituency Reports – In the interest of time, updates were deferred to the next meeting.</p> <ul style="list-style-type: none"> • President Kratochvil shared that, at the Governing Board meeting this evening, the three colleges’ equity Deans will provide a presentation on their respective Student Equity Plans. He also referenced his recent campus-wide message announcing his retirement at the end of December. • Academic Senate – Mark Lewis reported that the Academic Senate is submitting a formal recommendation to increase the Curriculum Chair load from .40FTE to .60FTE. He also shared that the Academic Senate discussed RAP and possible ways to improve the process, and may put forward a formal recommendation to SGC. Lastly, Professor Lewis noted that he has concerns about the “Box 2A” process (for full-time faculty staffing prioritization), such as the membership, rubric, and making applications public; if recommendations are put forward, they will go to DGC (not SGC), as “Box 2A” is a District process. • Classified Senate – BethAnn Stone shared that the Classified Senate: reviewed the JobLinks evaluation survey comments; is partnering with the IDEA Committee to create a Classified Senate sub-committee; and received approval to hold a winter gala fundraiser event in December. • LMCAS – Jeffrey Bui reported that LMCAS: reviewed its bylaws and the Brown Act; is focused on filling its vacant roles; is looking at ZTC and other important initiatives; and approved co-sponsorship for the IMPACT Conference; • Management Team – no report. • Curriculum – Morgan Lynn provided a brief overview of the Curriculum Committee’s recent work. She also reported that this Fall will be her last semester as Curriculum Chair, and that a new Chair will be recruited to begin for the Spring 2023 semester. • Other – President Kratochvil asked Mark Lewis if a third faculty representative had been identified to replace Trini Zavala. Professor Lewis noted that the Academic Senate will identify an additional rep. 		
10.	Community College Items of Interest: Legislation, Research & Best Practices – N/A		
11.	<p>Campus Communication: Actions & Notable Items to Report from SGC President Kratochvil noted that the SGC members should share with their respective constituency groups that the committee: reviewed the SGC Position Paper; reviewed LMC’s Mission, Values, and Vision Statements; had a first-read presentation of the Photography certificate proposal, which will be an action item at the next meeting; and engaged in a robust RAP discussion, which will continue at the next meeting.</p>		
12.	<p>Adjournment – The meeting adjourned at 4:00 p.m. <i>MSC: I. Sukhu/R. Anicetti. Yeas – Anicetti, Bui, Lapriore, Montoya, Nogarr, Stone, Sukhu; Nays – N/A; Abstentions – N/A.</i></p>		Meeting adjourned