

**LOS MEDANOS
COLLEGE**

Shared Governance Council

MINUTES

September 25, 2019

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

MEMBERS PRESENT: Nicole Almassey, Josh Bearden, Thyra Cobbs, Robert Delgado, Louie Giambattista, Natalie Hannum, Susie Hansen, Bob Kratochvil, Carlos Montoya.

OTHER ATTENDEES: Chialin Hsieh (presenter); Paul West, Steacy Mora (guest); Jennifer Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	Public Comment – N/A		
2.	Welcome President Kratochvil welcomed everyone, including a student observer from Professor Clarke’s class. He asked the attendees to introduce themselves.		
3.	Review <ul style="list-style-type: none"> • Agenda for September 25th President Kratochvil reviewed the agenda, which was approved by SGC. <i>MSC: Almassey/Giambattista.</i> <i>Yeas – Almassey, Bearden, Cobbs, Delgado, Giambattista, Hannum, Hansen, Montoya; Nays – N/A; Abstentions – N/A.</i> • Minutes (draft) from September 11, 2019 The minutes were corrected for the Curriculum Committee report-out regarding membership. Louie Giambattista indicated that there were still several vacancies (e.g. CTE and DE). He clarified they were “turning people away” because, in some cases, they had too many prospective reps for certain categories. SGC approved the minutes from September 11th, as amended. <i>MSC: Hannum/Delgado.</i> <i>Yeas – Almassey, Bearden, Cobbs, Delgado, Giambattista, Hannum, Hansen, Montoya; Nays – N/A; Abstentions – N/A.</i> 		Agenda approved 9/11/19 minutes approved
4.	Old Business		
4a.	Review of LMC Mission Statement President Kratochvil provided a recap and update of the proposed Mission Statement review process that SGC discussed and agreed to last Spring: elements of the approach; current Mission; ACCJC Standard I & IA; District Mission; proposed timeline; outline for September 30 th College Assembly; and draft questions for College Assembly and campus-wide survey. SGC discussed the proposed questions, with a keen interest in getting the student perspective. Ms. Cobbs felt that #1 may be too broad, and liked #2. She believes it is important to show all groups that they are welcome and belong. It was suggested that, if not too broad, the questions could ask about the College’s purpose and goals/outcomes for students; broad questions could elicit the full spectrum of responses (rather than being too narrow), which will be used by SGC during the next phase of the process.	Mission Statement Review Process	
5.	New Business		
5a.	Overview of Educational Master Plan Process Chialin Hsieh, Senior Dean of Planning & Institutional Effectiveness (PIE), distributed and reviewed copies of the proposed process and timeline for the new Educational Master Plan (EMP). Dr. Hsieh outlined each phase of the process, and explained that the approach includes an “EMP Core Committee,” which consists of the Planning Committee plus two additional appointees from each constituency group. Dean Hannum suggested that data Workforce & Economic Development has compiled could be helpful to the EMP Development (e.g. industry trends, four-county scan, etc...). As stated at a prior meeting, Vice President Montoya emphasized the importance of having certain groups/committees (e.g. TAG, Sustainability Committee, etc...) involved in this effort.	Draft EMP Process	
5b.	Monday Meeting Calendar for Spring 2020 (Draft) President Kratochvil displayed and distributed copies of the draft Monday Meeting Calendar for Spring semester. The Council members were asked to review the proposed dates, as this will be an action item at the next SGC meeting.		

6.	<p>Budget Update (<i>standing item</i>)</p> <p>VP Montoya reported that the 2019-20 Adoption Budget was approved by the Governing Board at its meeting earlier this month, and budgets have now been loaded. Josh Bearden shared several suggestions and questions that had come forward from faculty: establishing and communicating a “cut-off date” for the October RAP cycle (i.e. although requests can be submitted throughout the year, they must be entered into the BRD by a certain date for consideration at SGC’s October meeting); and, if SGC serves as the “budget committee,” then budget updates should be provided regularly for taking back to constituents. The SGC members discussed the types of budget information that could be useful, including what has been presented in the last several years (e.g. RAP, District adoption budget, SCFF, and updates on “categoricals” [Perkins, SWP, BSI, Student Equity, grants]). President Kratochvil agreed to identify additional information that VP Montoya can share with SGC.</p>		
7.	<p>Accreditation (<i>standing item</i>)</p> <ul style="list-style-type: none"> • Institutional Self Evaluation Report (ISER) – Draft of Standard IIID <p>Dr. Hsieh displayed the draft of the ISER narrative for Standard IIID, which had been presented/distributed at the last meeting. The Council members indicated that they did not have any additional feedback to provide on IIID. Copies of Standards IA and IB were then provided to SGC, and members were asked to review and provide feedback at the next meeting. Dr. Hsieh explained that these drafts had been developed by the Standard team, and then reviewed/edited by the Editing Team; green highlighted text indicates questions from the Editing Team.</p>	<p>Standard IIID (draft)</p>	
8.	<p>Curriculum – N/A</p>		
9.	<p>Updates & Announcements/Constituency Reports:</p> <ul style="list-style-type: none"> • President Kratochvil shared that the Vice President of Instruction position had been posted, and noted that he will work with the constituency leaders regarding identifying their respective representatives to participate in the screening and interviews. The open forums are planned for November 25 and 26, with the hope to have the videos posted online on November 27. • Academic Senate: Josh Bearden reported that the Academic Senate is in the process of updating its bylaws and constitution (hence the earlier feedback about looking at the SGC position paper regarding the budget); the Senate is also giving instructions to its sub-committees to look at their own position papers. At the Academic Senate meeting on Monday, Dr. Montemayor Lenz shared info from the District VP meeting regarding the proposed cyber-session during Winter intersession. Dr. Bearden thinks it is a good idea, but had questions about the process (e.g. decision-making, feasibility, UF implications, etc...) • Classified Senate: Nicole Almassey shared that the Classified Senate met on Monday. Chris Long is a new member of the Planning Committee and EMP Core Group; T’Sendenia Gage is a new member of the Classified Senate Council. For the October 7th joint session for the Classified Senate and LMCAS, the meeting will begin at 2:00 p.m.; the Senate is also collaborating with Student Life to support the Halloween event on October 25. • Student Senate: Thyra Cobbs reported that she attended the September 20th Student Trustee Advisory Council (STAC) meeting, which was also attended by Chancellor Wood; during the STAC meeting, attendees discussed mobile health services and had a presentation on the Dream Center. President Kratochvil noted that it has been several years since a survey was conducted about health services on campus; at the time, LMC was the only District college advocating for on-campus services (CCC and DVC were not in favor). Chancellor Wood has been invited to the upcoming LMCAS meeting, and their agenda also includes nominating a Treasurer. They will also provide feedback on the Accreditation Standard that the PIE Office provided to them. LMCAS is addressing an ongoing issue with parking passes for their reps; previously, staff permits had been provided to them. Ms. Cobbs shared that she will be attending the annual Umoja conference; she want to work on increasing African American course completion rates. • Management Team: N/A. • Curriculum: Louie Giambattista stated that the Curriculum Committee will need to get SGC’s input about the handling of non-credit degrees and certificates. Currently, SGC is only involved in approving certificates and AA degrees, as the process doesn’t articulate a role for SGC in approving non-credit program awards. The Curriculum Committee will need to know if SGC wants to be part of that process, because it will have to be incorporated into the process/document. • 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 4:03 p.m.</p>		