

**LOS MEDANOS  
COLLEGE**

**Shared Governance Council**

**MINUTES**

November 8, 2023

2:00 - 4:00 p.m., In Person (L-109 and BRT-135) and via Zoom

MEMBERS PRESENT: J. Boyle, W. Cruz, L. Giambattista, M. Lapriore, C. Montoya, A. Nogarr, P. Ralston, C. Reyes, I. Sukhu, G. Villegas.

OTHER ATTENDEES: R. Osburn, R. Pedersen, J. Townsend [presenters]; M. Crain (via Zoom), C. Goff (via Zoom) [guests]; J. Adams [support].

Item #	Topic/Activity	Handouts/ References	Action(s)
<b>STANDING ITEMS:</b>			
1.	<b>Welcome</b> President Ralston welcomed everyone to the meeting.		
2.	<b>Public Comment</b>		
3.	<b>Review</b> <ul style="list-style-type: none"> <li>• Agenda: Dr. Ralston reviewed the agenda with the group. SGC approved the agenda <i>MSC: G. Villegas/A. Nogarr. Yeas – J. Boyle, W. Cruz, A. Nogarr, C. Reyes, I. Sukhu, G. Villegas; Nays – N/A; Abstentions: N/A.</i></li> <li>• Minutes (draft) from October 25: SGC reviewed and approved the 10/25 draft minutes. <i>MSC: I. Sukhu/C. Reyes. Yeas – J. Boyle, W. Cruz, C. Montoya, A. Nogarr, C. Reyes, I. Sukhu, G. Villegas; Nays – N/A; Abstentions: N/A.</i></li> </ul>		Agenda approved  11/8/23 minutes approved
4.	<b>New Business</b>		
4a.	<b>2025 Aspen Prize for Community College Excellence</b> President Ralston shared her excitement about LMC’s fifth consecutive recognition as a “Top 150 U.S. Community College” eligible for the 2025 Aspen Prize. She provided an overview of the process and explained that work is getting underway on the narrative sections and data template, both of which are required elements of the Aspen Prize application.	<a href="#">Aspen Institute College Excellence Program</a>	
4b.	<b>Zoom Phones</b> President Ralston reminded SGC about the district-wide switch to Zoom Phones, and that LMC will be transitioned to the new system tomorrow. She noted that – with the preparation that has been done – she anticipates the switch over going as planned, but will keep the College community apprised of any issues that may arise.	<a href="#">4CD Zoom Phones webpage</a>	
5.	<b>Old Business</b>		
5a.	<b>Draft Monday Meeting Calendar for Spring 2024</b> SGC approved the Spring 2024 Monday Meeting Calendar. <i>MSC: C. Montoya/W. Cruz. Yeas – J. Boyle, W. Cruz, C. Montoya, A. Nogarr, C. Reyes, I. Sukhu, G. Villegas; Nays – N/A; Abstentions: N/A.</i>	<a href="#">Spring 2024 Monday Meeting Calendar (draft)</a>	
6.	<b>Budget Update</b> <ul style="list-style-type: none"> <li>▪ <b>Resource Allocation Process (RAP) – Fall 2023 Cycle</b> <ul style="list-style-type: none"> <li>○ <b>Review/Update Rating Criteria</b> Cesar Reyes reported that the RAP sub-group has been working through a review of the proposals, and have identified several additional requests that were submitted on time but inadvertently omitted from the Budget Request Database (BRD). They are also coordinating with relevant fund managers to see if categorical sources may be able to support any of the proposals. The sub-group is hoping to complete its review (including the additional proposals) in the next week, and will then bring their summary and recommendations to the full SGC committee.</li> </ul> </li> </ul>	<a href="#">Fall 2023 RAP Summary</a>  <a href="#">Fall 2023 RAP Rating Rubric</a>	

7.	<p><b>Accreditation</b> (<i>standing item</i>)</p> <ul style="list-style-type: none"> <li><b>Midterm Report Feedback</b> Ryan Pedersen, Senior Dean of Planning &amp; Institutional Effectiveness (PIE) and Accreditation Liaison Officer (ALO) for LMC, explained that he'd be conducting an activity designed to generate feedback for incorporating into the accreditation Midterm Report. Other groups he has visited/will visit include: the three Senates; Curriculum, Teaching &amp; Learning, General Education Committees; Student Services Leadership Team; and Student Services Learning Outcomes workgroup. He provided an overview of the Accreditation Steering Committee and recapped the ACCJC Midterm Report template, as well as LMC's timeline for the report. For the activity, Senior Dean Pedersen asked SGC to work in groups and discuss what each of their departments, constituent areas, and/or SGC have worked on that could be included in our narrative (as part of "Reflections on Continuous Improvement Since Last Comprehensive Review"). During their report-outs, SGC members highlighted: SGC's work on participatory governance, via the Participatory Governance Task Group; LMC's Guided Pathways (GP) work, specifically the GP model and Student Success Coaches; course sequencing and one-year scheduling; improvements to the RAP review/decision process and campus transparency, including the rubric and info on funding sources/types; and representation for membership. For next steps, the PIE Office will compile the activity info collected from all of the groups, and will work on familiarizing the campus community with the new ACCJC Standards.</li> </ul>	<p><a href="#">ACCJC Midterm Template</a></p> <p><a href="#">LMC Timeline for 2024 Midterm Report</a></p> <p><a href="#">Activity template</a></p>	
8.	<p><b>Curriculum: New Instructional Program Proposals</b></p> <ul style="list-style-type: none"> <li><b>Early Childhood Education (ECE): Associate of Science in ECE: Master Teacher, Certificate of Achievement in ECE: Master Teacher, Associate of Science in ECE: Site Supervisor, Certificate of Achievement in ECE: Site Supervisor</b> Randi Osburn provided an overview of/context for the proposed Early Childhood Education degrees and certificates. She displayed and reviewed a permit matrix, which is related to a recent change to universal pre-school legislation. Ms. Osburn also noted that these new instructional programs will be stackable. The four program proposals will return as action items on the next SGC agenda.</li> </ul>	<p><a href="#">Associate of Science: Master Teacher</a></p> <p><a href="#">Cert. of Achievement: Master Teacher</a></p> <p><a href="#">Associate of Science: Site Supervisor</a></p> <p><a href="#">Cert. of Achievement: Site Supervisor</a></p>	
9.	<p><b>Updates &amp; Announcements/Constituency Reports</b></p> <ul style="list-style-type: none"> <li>President – Dr. Ralston shared some of the items that will be highlighted in her Governing Board Report this evening, including: LMC's Aspen Prize recognition; student journalists' success (25 award winners); 18 students and staff attending the national STEM conference; 4 employees attended the Colegas annual conference; our 2 successful "Equity in Action" sessions (sponsored by the Classified Senate, Equity &amp; Inclusion Office, and Caring Campus); our Black Student Success Initiative (BSSI) work; LMC holding our largest ever Dia de los Muertos celebration; and kicking off recognition of Native American Heritage Month.</li> <li>Classified Senate – Cesar Reyes reported that the Classified Senate's Halloween fundraiser generated approximately \$550 for scholarships. The Crab Feed will be held on March 9, 2024, and tickets will go on sale beginning December 4, 2023.</li> <li>Academic Senate – no report.</li> <li>LMCAS – Jacob Boyle shared that, during its last meeting, LMCAS reviewed its scholarships and updated requirements. He added that they have received a lot of funding requests from student clubs, which seem to have high interest in doing events prior to the semester end.</li> <li>Curriculum – no report.</li> <li>Management Team – Aprill Nogarr reported that the salary increase for managers, supervisors, and confidentials is on the Governing Board agenda this evening, noting that this is the last employee group to get approved. She shared that the management team and Department Chairs are excited about implementing one-year scheduling. Ryan Pedersen added that there is really exciting work being done via LMC's Black Student Success Initiative, including a calling campaign to students (not only Black/African American students).</li> </ul>	<p><a href="#">President's Report</a></p>	
10.	<p><b>Community College Items of Interest: Legislation, Research &amp; Best Practices</b> Vice President Montoya shared that, at the recent Association of Chief Business Officials (ACBO) conference, another college district presented a workshop about their workbook that analyzes programs from a fiscal and supports-needed perspective. It was designed to help with program approval on the front end, by looking at the resources provided and usage during the evaluation period. The workbook, which was built to align with the Student-Centered Funding Formula, was shared with session attendees; VP Montoya has passed it along to our District Office.</p>		
11.	<p><b>Campus Communication: Actions &amp; Notable Items to Report from SGC</b> Members should share with their respective constituency groups that SGC: approved the Spring 2024 Monday Meeting Calendar; participated in a Midterm Report activity; reviewed the instructional program proposals for new ECE degrees (2) and certificates (2); continues its review of the Fall 2023 RAP requests, and expects to conclude the process at its next meeting.</p>		
12.	<p><b>Adjournment</b> SGC adjourned the meeting at 3:40 p.m. by consensus. <i>MSC: C. Reyes/G. Villegas.</i></p>		Meeting adjourned