

**LOS MEDANOS
COLLEGE**

Shared Governance Council

MINUTES

August 23, 2023

2:00 - 4:00 p.m., In Person (BRT-135 and SS4-409) and via Zoom

MEMBERS PRESENT: R. Anicetti, W. Cruz, L. Giambattista, M. Lapriore, C. Montoya, P. Ralston, C. Reyes, I. Sukhu.

OTHER ATTENDEES: J. Casey, E. Chapman, D. Valencia (presenter); M. Lewis, A. Moore, S. Woltz (guests); J. Adams (support).

| Item # | Topic/Activity | Handouts/ References | Action(s) |
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| STANDING ITEMS: | | | |
| 1. | Welcome & Introductions | | |
| 2. | Public Comment – N/A | | |
| 3. | <p>Review</p> <ul style="list-style-type: none"> • Agenda: Dr. Ralston reviewed the agenda, which was approved by SGC. <i>MSC: A. Nogarr/R. Anicetti. Yeas – R. Anicetti, W. Cruz, M. Lapriore, C. Montoya, C. Reyes, I. Sukhu; Nays – N/A; Abstentions: N/A.</i> • Minutes (draft) from April 26 & May 10: <ul style="list-style-type: none"> ○ The 4/26/23 minutes were approved by SGC. <i>MSC: R. Anicetti/C. Reyes. Yeas – R. Anicetti, W. Cruz, M. Lapriore, C. Montoya, C. Reyes, I. Sukhu; Nays – N/A; Abstentions: N/A.</i> ○ The 5/10/23 minutes were approved by SGC. President Ralston noted that, as a follow-up to the item on the Academic Senate’s Institutional Racism proposal, she met with Interim Chancellor Mehdizadeh, Janice Townsend, Adrianna Simone, Mark Lewis, and <i>MSC: C. Reyes/M. Lapriore. Yeas – R. Anicetti, W. Cruz, M. Lapriore, C. Montoya, C. Reyes, I. Sukhu; Nays – N/A; Abstentions: N/A.</i> | | <p>Agenda approved</p> <p>4/26/23 minutes approved</p> <p>5/10/23 minutes approved</p> |
| 4. | Old Business | | |
| 4a. | <p>Assessment of Participatory Governance Structure</p> <p>President Ralston reminded SGC about finalizing work on the participatory governance assessment proposal, which will involve identifying members for the Task Group. The Senate presidents indicated that they will place the item on their respective agendas, and Dr. Ralston asked that the constituency groups provide the names of their selected reps at the 9/13 SGC meeting. Once all of the members have been identified, they will then select a Chair from the group. She reviewed the list of “products” for the Task Group, as well as the proposed timeline. Jennifer Adams will post the approved Participatory Governance Task Group document on the SGC website and share it with the committee. On a related note, Mark Lewis shared that the Academic Senate is interested in exploring the barriers that may prevent faculty from being more engaged in participatory governance; he has drafted a survey to capture feedback, and will share it with the Academic Senate as their upcoming meeting.</p> | <p>Participatory Governance Task Group overview</p> | |
| 5. | <p>Budget Update</p> <p>Vice President Montoya provided a budget update that consisted of information related to the budgets for LMC and the State of California budget. The presentation included: an overview of the Student-Centered Funding Formula (SCFF); details on the enacted California budget; the California Community College Chancellor’s Office (CCCCO) budget workshop; a comparison of LMC’s target and actual FTES figures from 2016 to the present; LMC’s draft 2023-24 adoption budget; the District’s draft 2023-24 adoption budget; and the District and College reserve amounts. President Ralston noted that the budgets will be going to the Governing Board next month. VP Montoya added that, in the next week or so, he will be sending out a college-wide email with information about the Fall 2023 RAP cycle. SGC discussed the SCFF metrics and allocations. Marci Lapriore commented that it’s important for SGC to have a clear understanding of budget info (e.g. acronyms, funding sources, etc.), as they will be asked to make recommendations on allocations. President Ralston and VP Montoya reaffirmed the College’s commitment to ensuring that budget information is clear and understandable for SGC and the campus community.</p> | | |

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| 6. | New Business | | |
| 6a. | <p>Integrated Marketing & Communication Plan President Ralston welcomed and introduced the Marketing team – Juliet Casey, David Valencia, and Eloine Chapman – who presented the LMC Marketing & Communication Plan. The presentation included information on: graphic design highlights (examples of projects); the new Marketing request form and SharePoint site; web administration; public relations, media relations, and social media; and LMC’s Telemundo ad campaign. President Ralston reminded SGC that the PPT was included with the reminder email that the group received earlier today. She went on to add that how we market and tell our stories is incredibly important to our outreach, engagement, and enrollment boosting efforts. And, as PIO Casey noted, we’re aligning efforts with our equity plan and efforts, some of our outreach efforts will be focused on engaging with our African American and Latine communities.</p> | Integrated Marketing and Communication Plan | |
| 6b. | <p>Food Services Update Vice President Montoya reported that a food services vendor had been selected to operate The Café in the Student Union, and is now under contract. The original plan was for the vendor, F&N, to begin service September 1; however, with the unused facilities in the new SU, there have been some delays encountered and several tasks taking longer than expected. Tentatively, there is a health inspection scheduled for 9/6, and The Café will open soon thereafter. President Ralston noted that F&N is open to reinvigorating the coffee cart at the Pittsburg Campus. SGC discussed the prospect of having food vouchers available for students, as well as the option to purchase using CalFresh; the need for food services at the Brentwood Center.</p> | | |
| 7. | Accreditation (<i>standing item</i>) – N/A | | |
| 8. | Curriculum: New Instructional Program Proposals – N/A | | |
| 9. | <p>Updates & Announcements/Constituency Reports – Due to time constraints, report-outs were deferred.</p> <ul style="list-style-type: none"> • President • Classified Senate • Academic Senate • LMCAS • Management Team • Curriculum • Other | | |
| 10. | Community College Items of Interest: Legislation, Research & Best Practices – N/A | | |
| 11. | <p>Campus Communication: Actions & Notable Items to Report from SGC Members should share with their respective constituency groups that SGC: approved a recommendation on Spring 2023 RAP proposals; approved the Participatory Governance Assessment; and approved the Fall 2023 Monday Meeting Calendar.</p> | | |
| 12. | <p>Adjournment SGC adjourned the meeting at 4:00 p.m. by consensus. <i>MSC: M. Lapriore/C. Reyes.</i></p> | | Meeting adjourned |