

**LOS MEDANOS
COLLEGE**

Shared Governance Council

MINUTES

September 28, 2022

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

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

OTHER ATTENDEES: S. Kwist (presenter); N. Korkuna, M. Lewis, user: jenak, user: lavery600 (guests); J. Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	Welcome – President Kratochvil welcomed all of the meeting attendees, including William Cruz, the newly-appointed SGC member representing the Academic Senate.		
2.	Public Comment – N/A		
3.	Review <ul style="list-style-type: none"> • Agenda: President Kratochvil reviewed the agenda, noting several modifications: deferring the items for the TLC charges and Fall 2022 RAP, as the presenters aren’t able to attend today. <i>MSC: R. Anicetti/J. Saito. Yeas – Anicetti, Bui, Cruz, Nogarr, Reyes, Saito, Stone, Sukhu; Nays – N/A; Abstentions – N/A.</i> • Minutes (draft) from September 14, 2022: SGC approved the 9/14 meeting minutes. <i>MSC: I. Sukhu/J. Bui. Yeas – Anicetti, Bui, Cruz, Nogarr, Reyes, Saito, Stone, Sukhu; Nays – N/A; Abstentions – N/A.</i> 		Agenda approved 9/14/22 Minutes approved
4.	Old Business [no items]		
5.	New Business		
5a.	Teaching & Learning Committee (TLC) 2022-24 Charges As noted during the agenda review, this item was deferred to the next SGC meeting (presenter unable to attend on 9/28/22).		Deferred to next meeting
5b.	2022-25 Student Equity Plan President Kratochvil introduced Dr. Sabrina Kwist, Dean of Equity & Inclusion, who would be presenting information about development of LMC’s 2022-25 Student Equity Plan (SEP). He also thanked Dr. Kwist for her service to LMC, and wished her well in her new role at USF. As an overview to the presentation, Dr. Kwist explained that she would be sharing information on: development of the SEP; how the Plan is just one portion of our institutional equity work, which is embedded in our Guided Pathways (particularly in the learning, major, and career framework our College is adopting through Strategic Enrollment Management [SEM]); what the State has asked us to complete as part of the SEP timeline; and a call for action. The presentation included (see hyperlink for additional details): the five metrics of the SEAP (and how the Plan requires us to think about our students’ journey from successful enrollment [metric #1] through transfer [metric #5]; the seven questions posed by the State in the SEP template, which has a limit of 2,500 characters (for LMC to address along the five metrics) – disproportionately impacted (DI) population, target outcomes for 2022-25, structural evaluation, current structure, ideal structure, planning and action, and support needed; a slide showing the SEP Writing Team members; the 2022-25 LMC SEP timeline, which is relatively tight; the intentional design of the SEP, with regard to it being transformational, community driven and thoughtful/meaningful/reflective, fluid and dynamic, race-conscious, informing other institutional plans, and the braiding of funds; LMC’s framework, also adopted by CCC (enabling co-branded/co-funded and collaborative professional learning – race-specific, culturally and linguistically responsive, asset-based approach, centering the student voice, and wellness and joy; a slide displaying CUE’s “Five Principles for Exacting Equity by Design,” which LMC has been utilizing since around 2014-15; an additional race-conscious lens for viewing the SEP – the “Equity Plan is meant to create institutional strategies that support equal outcomes for racially minoritized students”/ “When we direct efforts to address the inequities for the population experiencing the most disproportionate impact, our efforts benefit other student populations as well?” (“Student Services and Instruction Areas Serve All Students”); how our SEP specifically focuses on the SEM 2.0 logic model and the implementation of the Learning, Major, and Career Pathways; 2022 SEP data (metrics disaggregated by Ethnicity and Gender, populations of interest, subgroup analyses [Ethnicity – Hispanic/Female, Ethnicity – Black or African American, Foster Youth]); and a sample chart developed for each of the five metrics (slide example – “African American First-Gen Male,” Guided Pathways [left column], and Equity efforts [right column]. Dr. Kwist noted that we need to look at and understand how our students experience our services and pedagogy; we also need to	2022-25 SEP presentation (slide screenshots)	

	<p>get to that “next level” – not just offering tutoring, but identifying/designing services that specifically meet the needs of various groups (e.g. CCC study showing the different tutoring preferences for Latinx and Black/African American students). The “call to action” will be outlined in an upcoming college-wide mail, as part of the preparation for the working session planned for the October 17th College Assembly. Members of the campus community will have access to an online form through which they can provide information related to equity-minded processes/policies/practices/culture that can facilitate/impact the five SEP metrics. President Kratochvil thanked Dr. Kwist for the thorough presentation, and she thanked SGC and other LMC colleagues for their commitment to this work.</p>		
6.	<p>Budget Update</p> <ul style="list-style-type: none"> • Fall 2022 Resource Allocation Process (RAP) As noted during the agenda review, this item was deferred to the next SGC meeting (presenter unable to attend on 9/28/22). 	RAP Overview	Deferred to next meeting
7.	<p>Accreditation (<i>standing item</i>) – N/A</p>		
8.	<p>Curriculum: New Instructional Program Proposal – Certificate of Achievement in Photography</p> <ul style="list-style-type: none"> • SGC approved the New Instructional Program Proposal for the Certificate of Achievement in Photography. <i>MSC: J. Saito/A. Nogarr. Yeas – Anicetti, Bui, Nogarr, Reyes, Saito, Stone, Sukhu; Nays – N/A; Abstention – Cruz.</i> 	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 representatives from LMC recently participated in meetings related to 4CD’s Institutional Effectiveness Partnership Initiative (IEPI)/Peer Resource Team (PRT) application. 4CD will be receiving a \$200K grant to support implementation of district-wide diversity, equity, inclusion, and accessibility (DEIA) efforts. • Academic Senate – Mark Lewis reported that the Academic Senate encountered technical glitches with L-109 and had to switch rooms mid-way through their last meeting; he thanked Jennifer Saito for helping to resolve the issue. During the meeting, the Senate: had an SEP presentation from Dr. Kwist; approved new reps for SGC (Cruz) and SEM (Hussain); approved RAP recommendations, which will be coming to SGC’s next meeting; and explored doing an institutional equity audit. • Classified Senate – BethAnn Stone shared that, at its last meeting, the Classified Senate: had a presentation by VP Hannum on GP assurances; looked at their revised bylaws; talked about its fundraising committee and winter gala; discussed several committees for which additional reps are needed; and received a report-out on the District’s IEPI meetings. • LMCAS – Jeffrey Bui reported that LMCAS is working on filling vacant roles (have 8 of 20 seats filled), and has adjusted the schedule for holding office hours. He provided information about the “study rooms” topic shared with him at President’s Cabinet, and LMCAS is going to collect data on student interest. Lastly, the LMCAS activities officer is leading plans for holding a student club carnival. • Management Team – N/A. • Curriculum – Morgan Lynn shared that, at its last meeting, the Curriculum Committee did its first round of COOR approvals for this Fall. Later in semester, they will have the new combined GE pathway coming down from the State. What they are calling “CalGETC” is now in the proposal phase, and will combine the CSU and GE pathway into a singular pathway. Through our Academic Senate, Curriculum Committee, and various groups there will be a task force to receive/review that proposal and initiate the necessary dialogue and timelines to implement the resulting changes on our campus. The proposal will come down by May, and then implementation will occur by 2025. In addition, there will be a task force to look at our Liberal Arts degrees, which currently aren’t housed in any particular department; as a result, these degrees aren’t assessed and haven’t been updated since they were created. Dr. Lynn closed her report by thanking Rachel Anicetti for collaborating on the aforementioned GE work and a few other things. • Other – N/A. 		
10.	<p>Community College Items of Interest: Legislation, Research & Best Practices – N/A</p>		
11.	<p>Campus Communication: Actions & Notable Items to Report from SGC</p> <p>President Kratochvil noted that the SGC members should share with their respective constituency groups that the committee: deferred the TLC charges and RAP item to the next meeting (presenters unable to attend); approved the Photography certificate; and received a presentation on the Student Equity Plan, which will also be the focus of the upcoming 10/17 College Assembly.</p>		
12.	<p>Adjournment – The meeting adjourned by consensus at 3:10 p.m. <i>MSC: R. Anicetti/I. Sukhu.</i></p>		Meeting adjourned