## Shared Governance Council

**MINUTES**  
September 12, 2012  
2:00 – 4:00 p.m., room 409

PRESENT: Cea, Huffman, Kamath, Kohler, Kratochvil, Richards, Rust, Schmidt, Vazquez, Villegas, Goodin (guest), Adams (support)

<table>
<thead>
<tr>
<th>Item #</th>
<th>Topic/Activity</th>
<th>Follow-Up</th>
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<td><strong>STANDING ITEMS:</strong></td>
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<td><strong>Public Comment</strong></td>
<td>Each of the meeting attendees introduced themselves.</td>
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| **1. Approve: Agenda for September 12** | The Council approved the agenda with the addition of the following item:  
• Interim Strategic Priorities | |
| **Review: Minutes from August 22** | The members reviewed and approved the minutes from the last SGC meeting; MSC: Rust/Schmidt. | |
| **2. Follow-Up Review of SGC Charter** | President Kratochvil provided a recap of the original discussion during SGC’s meeting on August 22.  
• No feedback was received re: changes to the SGC charter.  
• At this point, the group will proceed with the charter (position paper) as-is; SGC can revisit it this Spring to determine whether to implement changes for 2013-14.  
• It was noted that Vice President Horan was cc’d on the SGC email reminder; President Kratochvil clarified that Dr. Horan will serve as a management representative on the Council. | |
| **3. Continued Dialogue on SGC Sub-committees** | President Kratochvil provided a recap of the sub-committee dialogue that occurred during the last meeting; at that time, the group received a handout listing the SGC sub-committees and their respective 2011-12 charges.  
• The returning SGC members shared some background on how the sub-committee charges had been established in previous years.  
• Prior to last year, the SGC sent a memo (by way of the President) to each sub-committee.  
• Sub-committees all use a template when making reports to SGC; the form includes a section for sub-committees to indicate recommended changes to their charge.  
• In 11-12, all sub-committees made reports and included areas they wanted to focus on in 2012-13; that info may not have been compiled/presented to SGC.  
• With the consensus of SGC, President Kratochvil will contact each sub-committee chair (once identified) and ask them to provide their 12-13 charge. | President Kratochvil will contact each sub-committee chair and ask them to provide their 2012-13 charge. |
- The Council members discussed whether or not once-a-year sub-committee updates were enough to keep SGC – and, by extension, its constituents – appropriately informed.
  - In some cases there are parallel paths/processes for certain info and activities, and that can impact when/how often it gets presented to SGC.
  - President Kratochvil wants to ensure that, as a group, SGC is satisfied with the amount of info provided to them; he suggested connecting sub-committee info to the SGC webpage, periodically having each sub-committee chair give an update at College Assembly, and/or sending a quarterly campus-wide email that includes key items from committees.
    - The SGC members were in support of all 3 ideas as a means of keeping the campus community informed and engaged.
    - The SGC members discussed “Shared Governance” committees (i.e. SGC sub-committees) vs. shared governance committees (e.g. committees, such as Enrollment Management, that consist of constituency representatives and are part of the participatory governance structure).

4. **College Assembly Topics**
   - President Kratochvil reviewed the Monday Meetings schedule with the group and wanted to get an understanding of the process for identifying College Assembly topics.
     - Typically, requests are submitted to the President and then reviewed/approved by SGC.
     - Sometimes there are opportunities for ad-hoc presentations (e.g. September 10 was TBD, and Mike Becker expressed a need for sharing info on Desire2Learn; just learned that September 24 is now available because the Assessment Seminar, date needs to be pushed back).
     - In November, SGC will begin planning the College Assembly schedule/topics for Spring; dates will also need to be provided to the Academic Senate, so that people can plan accordingly.

5. **Budget Update**
   - Currently, there aren’t many new details to provide.
   - President Kratochvil cited the facts and figures related to the various propositions and measures on the ballot in November.
     - He still plans to hold a college meeting on November 7 to discuss the results/impact of the election.
     - Right now Vice President Horan and Dean Kamath are meeting with the Department Chairs to discuss/identify potential course reductions.
       - If Proposition 30 doesn’t pass, it will result in a $9M budget shortfall district-wide; additional class sections will have to be cut from Spring schedule; this is a serious issue that community colleges are struggling with across the State.

6. **Interim Strategic Priorities**
   - The Council members reviewed copies of the Interim Strategic Priorities and discussed the process by which they were developed; the Planning Committee and Research & Planning had taken the lead in those efforts, but there was lots of college-wide input and broad participation.
     - These Strategic Priorities were approved at the last SGC meeting in Spring 2012, and were planned as “interim” to carry over until the next strategic planning cycle.
     - The plan was to use the Interim Strategic Priorities to inform the aforementioned process of identifying class reductions for Spring 2013.

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In November, SGC will begin planning the schedule/topics for the College Assembly meetings in Spring 2013.

College meeting on November 7 to discuss the results/impact of the election.

President Kratochvil will ask Ryan Pederson to attend an SGC meeting to provide an update on the Interim Strategic Priorities and Supporting Objectives.
• President Kratochvil will ask Ryan Pederson to attend a future SGC meeting to provide an update on the Interim Strategic Priorities and progress on the Supporting Objectives.
• The Council members reviewed a copy of the previously established SGC Ground Rules (“S.P.E.R.O.”); they also discussed that some time had passed since the last college training for committee chairs, and noted that not all committees have resource/support staff to assist them.

7. Constituency Report Outs:
   • President
   Senate Report Outs: (2 minutes each)
     ➢ Resolved or Unresolved Issues of major Importance, Announcements which are important to the college as a whole, Written Reports regarding activities sent to Jennifer
     • Academic Senate – The Senate has reviewed its goals for the year and is working on Associate degrees for transfer (no longer referring to them as TMCs).
     • Classified Senate – The Senate held its first meeting of 2012-13, reviewed its goals for the year, and has identified representatives for Accreditation committees.
     • Associated Students – As students, LMCAS is the only group that can advocate for ballot initiatives; they have endorsed Measure A and Proposition 30, and are looking for ways to engage students and encourage them to vote. LMCAS has developed a once-a-month student appreciation activity and will be tying it into voting advocacy.
     • Curriculum Committee – The committee held its first meeting of the year and has an item of curriculum (Physics) coming before SGC at the next meeting.

NEXT MEETING: Wednesday, September 26, 2012 ~ 2:00 – 4:00 p.m. in 409