

**SHARED GOVERNANCE COUNCIL**

**MINUTES**

DATE: August 25, 2010

TIME: 2:00 TO 4:00 P.M.

MEMBERS PRESENT: Aliotti, Cea, Collins, DeMille, Fracisco, Garcia, Kamath, Kohler, Livingston, Love, Norris  
Schmidt, Townsend,

FACILITATORS: Cutler, Goodin

MEMBERS ABSENT:

GUESTS: Tawny Beal

<b>ACTION ITEMS/STANDING ITEMS</b>		
<i>Item #</i>	<i>Agenda Item/Action</i>	<i>Follow-up</i>
1.	Approve Agenda/Minutes <ul style="list-style-type: none"> <li>• <i>Agenda – August 25, 2010 - approved</i></li> <li>• <i>Minutes – May 12, 2010 – approved with correction</i></li> </ul>	
2.	Report on Follow-up Items <ul style="list-style-type: none"> <li>• <i>Brentwood Rep to SGC – President Garcia briefly reviewed the original SGC Position Paper, particularly the section on membership. It is the prerogative of the constituencies to elect their representatives from the staff population that includes Brentwood staff. At some point the Council may wish to review the Position Paper for possible changes or needed updates, but at this point, appointing a representative specifically for/from Brentwood Center would upset the 3-3-3 balance of the senate representatives.</i></li> <li>• <i>Review effects of layoffs/bumping in District – Bruce Cutler reported that our efforts to minimize the impact of bumping were successful. Two employees from the other campuses bumped into one vacant position and one position held by a probationary employee.</i></li> </ul>	
3.	General News <ul style="list-style-type: none"> <li>• <i>President – Peter reported that the Governing Board will adopt a budget based on best projections of the actual state budget. More changes will be needed on the 11/12 budget.</i></li> <li>• <i>Academic Senate – Cindy McGrath made a presentation about TLP, BRIC and CLASS, Beth Shrieve was appointed to the Curriculum Committee, the Senate reviewed some accreditation policy re-writes, discussed professional development and flex activities, load for the Senate President and reviewed the budget.</i></li> </ul>	

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	<ul style="list-style-type: none"> <li>• Classified Senate – <i>have not met yet this semester but the pizza lunch fundraiser on opening day was successful.</i></li> <li>• Associated Students – <i>the group is small currently so they are doing a lot of recruiting for new members and thanked everyone who participated in the Mustang Madness week.</i></li> <li>• Curriculum Committee – <i>membership is full except for a Distance Ed representative. This semester the committee needs to approve online supplements to COORs that were approved last year and start the cycle of review of COORs with about 150 scheduled for the year. A “mini conference” will be held August 30<sup>th</sup> in place of the scheduled college assembly.</i></li> </ul>	
<b>STUDY SESSION</b>		
4.	<p><b>ONGOING INITIATIVES/AREAS OF FOCUS</b></p> <ul style="list-style-type: none"> <li>• Committee Charges/Reports – <i>a list of committee charges for 09/10 and 10/11 was distributed and reviewed for the following committees:</i> <ul style="list-style-type: none"> <li>○ IDEA</li> <li>○ PDAC</li> <li>○ Safety</li> <li>○ TAG</li> <li>○ TLP</li> </ul> </li> </ul> <p><i>Planning was not on the list but will be added and the list will be distributed with the next agenda.</i></p> <ul style="list-style-type: none"> <li>○ Budget (form Task Force) – <i>establishment of a budget task force was discussed briefly. This item to be placed on a future agenda with more time to discuss projected outcomes, expectations, protocols, alignment, core values and other important items.</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>A memo to all Committees will be sent from SGC with a reminder of the charges for 10/11.</i></li> </ul>

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	<ul style="list-style-type: none"><li>• <i>RAP – funding was finalized over the summer for several RAP proposals and the funds released, additional information was requested from some proposers, funding for tutoring/RWC was discussed. All classified staffing requests are on hold. Distributed and reviewed Program Maintenance requests that were approved.</i></li><li>• <i>COORS/Assessment – Tawny Beal reviewed the BRIC grant and invited all SGC members to attend an informational session on September 2.</i></li><li>• <i>Accreditation – Richard Livingston briefly reviewed the Accreditation cycle and noted a report due this fall on the District Recommendations which will be done by District staff for all three colleges. LMC has a mid-term report due Fall 2011 to report out on all other recommendations.</i></li><li>• <i>Facilities – the next major projects are the Nursing/EMT remodel of the old science area, the remodel and move of Central Services and Business Services into their permanent location and the Student Services remodel including temporary relocation to facilitate remodeling of floors 3 and 4 on the east side of the main building.</i></li><li>• <i>Budget Update – the year end close was successful and LMC underspent by about \$734,000 which will go to various funds such as banked load liability, accrued vacation liability for classified staff and managers and the reserve fund. The budget was based on the following assumptions and priorities: avoid layoffs, 18.0 teaching productivity, reduced instructional service agreements and cutting all funding for growth positions.</i></li></ul>	
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5.	<p><b>NEW INITIATIVES</b></p> <ul style="list-style-type: none"> <li>• <i>Respect/Culture Climate Discipline – briefly reviewed campus climate issues from the past 12-18 months and discussed a possible “respect campaign” to encourage civil behaviors on campus. PDAC may take the lead and determine how to “market” within the campus community.</i></li> <li>• <i>Planning Cycle/Closing the Loop – the new Dean of Research, Planning and Institutional Effectiveness position should be filled to begin Spring semester. This will help LMC with Planning and “closing the loop”.</i></li> <li>• <i>Retreat/Focus – the 10/11 SGC retreat dates are September 29<sup>th</sup> and March 30<sup>th</sup>. Agenda topics will include campus climate and closing the loop.</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Agenda item for 9/8 meeting.</i></li> </ul>
6.	Other Important SGC Issues for 10-11 – <i>deferred to next meeting.</i>	
7.	<p>Follow-up Items (future agenda items)</p> <ul style="list-style-type: none"> <li>• <i>Productivity/Student Success</i></li> <li>• <i>Committee reporting template</i></li> <li>• <i>Grants and Economic Development</i></li> <li>• <i>SB1440</i></li> <li>• <i>Accreditation Mid-Term Report</i></li> <li>• <i>Future assembly or all college day topics</i></li> <li>• <i>Facilitation workshop presentation</i></li> </ul>	
8.	Items to Report to Campus Community – none.	