

**SHARED GOVERNANCE COUNCIL**

**MINUTES**

DATE: December 13, 2006

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

MEMBERS PRESENT: Alexander, Austin, Cutler, Fracisco, Garcia, Kohler, Li-Bugg, Livingston, Nash,  
Schmidt, Victor

MEMBERS ABSENT: Coria, Madrid, Nichols

GUESTS: Thais Kishi, Ruth Goodin, Dan Henry, Humberto Sale

<b>CURRENT 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 –approved December 13, 2006 –change Item #9 to Action/approval</i></li><li>• <i>November 8, 2006 minutes approved</i></li></ul>	
2.	President’s Update/Dialogue <ul style="list-style-type: none"><li>• <i>At the recommendation of TAG, \$133,000 of local funds have been made available to replace 99 outdated desktop computers and fund security upgrades.</i></li><li>• <i>The newly formed Professional Development committee will address how to spend future professional development funds. Currently there is \$68,967 in categorical funds available. Management will approve current requests for funds up to \$14,394 (carryover from previous year).</i></li><li>• <i>LMC has been awarded \$1.4 million/3 year grant for the PTECH program.</i></li></ul>	

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3.	<p>Committee Reports –</p> <ul style="list-style-type: none"><li>• TAG – <i>have been discussing funding technology and working on updating the Technology Plan.</i></li><li>• Professional Development – <i>met in early November and will schedule another meeting for January with the primary task to be coordination of the process for applying for and funding of professional development.</i></li><li>• Tutoring –<i>the following committee members have been confirmed by their senates – Carol Love, Frances Moy, Karen Haskell, Sandra Mills, Barbara Austin, Kyle Chuah, Cathy McCaughey, and Theodora Adkins.</i></li><li>• Planning – <i>continuing work on the Ed Master Plan. Program Review and Planning Process is complete with over 90% compliance.</i></li><li>• Health &amp; Safety – <i>1<sup>st</sup> cohort of CERT trainees will complete training December 15<sup>th</sup>.</i></li><li>• Distance Education –<i>Thais Kishi reported that the committee is revising/editing the Best Practices with new elements to include student services accessibility issues to make the document more comprehensive. They are also working on surveying California online programs.</i></li></ul>	
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4.	<p>Reports</p> <ul style="list-style-type: none"><li>• Accreditation.- <i>The Steering Committee met and an orientation was given to the Standards Committee chairs/co-chairs. A timeline has been developed and all members of the campus community will be urged to participate in some way.</i></li><li>• Academic Senate – <i>discussed the draft mission and vision statement and the Ed Master Plan and also had presentations about the Learning Communities and HSI. The Spring 2007 calendar of Monday meetings was approved with a minor change in April. Bruce Cutler presented information on the budget and the Senate discussed a process for providing input on the compressed calendar survey.</i></li><li>• Classified Senate – <i>next meeting December 15<sup>th</sup> – President Garcia will attend.</i></li><li>• Associated Students – <i>no report</i></li><li>• Curriculum committee – <i>finished with their work for the semester and anticipate many new 900 courses will be approved next semester.</i></li></ul>	
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5.	<p>Tutoring Committee – <i>President Garcia requested an amendment to the SGC charges to the Tutoring Committee – existing committee to oversee allocation process for 07-08 and the Developmental Education committee, augmented by Title V staff and additional constituency reps, to research LMC's approach to tutoring and develop a position paper. After discussion the SGC approved the amendment to the Tutoring Committee charges.</i></p>	<ul style="list-style-type: none"><li>• <i>Constituencies to approve/confirm membership</i></li></ul>
6.	<p>Student Equity Plan <i>President Garcia requested the SGC members review the executive summary of the Student Equity Plan prior to the first January meeting.</i></p>	<ul style="list-style-type: none"><li>• <i>Discussion item for future agenda</i></li></ul>
7.	<p>SGC evaluation – review major themes <i>Bruce Cutler distributed a summary of the SGC evaluation completed in Spring 06. The Council discussed the summary, particularly the core finding of communicating SGC action/meeting outcomes to the LMC community. The Council would like an additional standing item at the end of each agenda to discuss items to be communicated campus wide. The Council also requests that agenda highlights be sent to everyone on campus via email with a link to the full agenda on the website.</i></p>	

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8.	<p>Ed Master Plan update - review <i>The draft Ed Master Plan was distributed for review via email. There are additional documents to be completed including a synthesis of all the Program Planning and Review documents. After discussion the Council endorsed the draft plan with the proviso that they have an opportunity to review any additional documents/chapters that will be included in the future.</i></p>	<ul style="list-style-type: none"> <li>• <i>Ed Master Plan review will be an agenda item once each month in Jan., Feb., and March.</i></li> </ul>
9.	<p>Calendar of Monday meetings <b><i>The Council approved the Spring 2007 Calendar of Monday meetings.</i></b></p>	
10.	<p>Program Discontinuance Process <i>VP Dan Henry reviewed the Program Discontinuance Process document previously distributed via email and endorsed by the Academic Senate. After discussion, the Council approved the document with one change – to add “and SGC” to bullet number 7.</i></p>	
11.	<p>Ideas for next agenda (s)</p> <ul style="list-style-type: none"> <li>• <i>Mission statement review, District mission and vision</i></li> <li>• <i>Matriculation Committee – Sub-committee of SGC</i></li> <li>• <i>Role of SGC in the accreditation process</i></li> <li>• <i>Review results of technology survey</i></li> <li>• <i>New configuration of office space and computers</i></li> <li>• <i>Myspace.com</i></li> <li>• <i>Sustainability Committee charges</i></li> <li>• <i>Ed Master Plan review</i></li> <li>• <i>CERT training update</i></li> <li>• <i>SGC Evaluation review</i></li> </ul>	

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