

LOS MEDANOS  
COLLEGE

**Shared Governance Council**

**MINUTES**

August 28, 2013

2:00 - 4:00 p.m., Room CO-420

ATTENDEES: Kratochvil, Kamath, Anderson, Huffman, Richards, Newman, Giambattista, Perfumo, Kohler, Villegas, Schmidt, Olatunji, Adams (support).

<i>Item #</i>	<i>Topic/Activity</i>	<i>Follow-Up</i>
<b>STANDING ITEMS:</b>		
<b>1.</b>	<b>Public Comment</b> N/A	
<b>2.</b>	<b>Approve:</b> Agenda for August 28, 2013 President Kratochvil reviewed the agenda, which was accepted as-is.  <b>Review:</b> Minutes from May 8, 2013 The Council reviewed and unanimously approved the minutes from the meeting on May 8. <i>MSC: Kohler/Richards.</i>	
<b>3.</b>	<b>Old Business</b>	
	3a. <b>Accreditation: Brentwood Center Substantive Change Proposal</b> <ul style="list-style-type: none"> <li>• Kiran Kamath provided an overview and background of the Brentwood Center Substantive Change Proposal, which had been sent to the SGC members in advance.</li> <li>• The Council accepted the Substantive Change Proposal by consensus.</li> </ul>	
	3b. <b>Budget Update</b> <ul style="list-style-type: none"> <li>• Ronke Olatunji, LMC's new Director of Business Services, provided an update about the 2013-14 budget. The College's adoption budget has been submitted to the District and will be reviewed by the Governing Board at its meeting on September 11. Though she will provide more specific figures once the budget has been approved by the Board, Ms. Olatunji shared that it includes funds to meet LMC's obligations (e.g. salary and benefit increases) and a reserve to address potential uncertainties (e.g. enrollment shortfall). In addition, she and President Kratochvil provided some information on FTES-to-date and productivity targets for the year.</li> <li>• President Kratochvil provided a recap of some of the factors impacting a determination of RAP allocations, as well as developments that have occurred since his campus-wide memo at the end of May.</li> </ul>	

	<p>3c. <b>SGC Priorities for 2013-14: Meeting Schedule &amp; Committee Charges</b></p> <ul style="list-style-type: none"> <li>• Meeting Schedule: President Kratochvil displayed a calendar of SGC meetings and prospective topics/presentations. He reviewed the list and solicited ideas from the Council. Among those items suggested was exploring the need for/purpose of a College Budget Committee (e.g. scope of responsibility, increase transparency, understanding of processes, etc...). It was determined that more clarification was needed from the Academic Senate, and Louie Giambattista will discuss the recommendation further with President Kratochvil. Other meeting topics included: SGC and RAP evaluations (internal and external) and preparation for strategic planning.</li> <li>• Committee Charges: President Kratochvil reviewed a document that outlined the 2011-12 charges assigned to SGC's sub-committees, as well as any updates that each of the sub-committees had submitted since then. He will work with the Chairs of each sub-committee to develop 2013-14 charges/priorities that will then be presented to SGC for review and approval. The President's Office is hoping to streamline the committee info posted online and compile all of the College's relevant governance materials into a handbook.</li> </ul>	<p>SGC was asked to hold October 30 as a tentative date for the retreat.</p>
<p><b>4.</b></p>	<p><b>New Business</b></p>	
	<p>4a. <b>Facilities Development</b></p> <ul style="list-style-type: none"> <li>• President Kratochvil explained that the District is exploring going out for another construction bond in 2014. At its September meeting, the Governing Board will consider whether to move forward. Unlike a parcel tax, a construction bond only requires 55% of the vote to pass. He displayed and reviewed an initial draft of facilities proposed by the District that could be included in a 2014 bond. Based on his examination of the 2007 Facilities Plan and 2010 update, the campus had opportunities to be involved in the development of those documents; this "initial draft" of potential bond project appears to reflect those efforts and input and was put forward here for advisement.</li> </ul>	
<p><b>5.</b></p>	<p><b>Updates &amp; Announcements/Constituency Reports:</b></p> <ul style="list-style-type: none"> <li>• President Kratochvil: no report.</li> <li>• Classified Senate: first meeting will be held next week.</li> <li>• Academic Senate: no additional info to report.</li> <li>• Associated Students: no report.</li> <li>• Curriculum Committee: will have first meeting next week.</li> </ul>	
<p><b>6.</b></p>	<p><b>Campus Communication: Actions &amp; Notable Items to Report from SGC</b></p> <ul style="list-style-type: none"> <li>• President Kratochvil noted that this will be added as a standing item for all future SGC agendas, in an effort to coordinate communication and keep people informed. It was suggested that two primary topics should be shared/reported-out by SGC members: 1) budget update/RAP info presented; and 2) facilities development.</li> </ul>	