

**LOS MEDANOS
COLLEGE**

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)

<i>Item #</i>	<i>Topic/Activity</i>	<i>Follow-Up</i>
STANDING ITEMS:		
	Public Comment <ul style="list-style-type: none"> Each of the meeting attendees introduced themselves. 	
1.	Approve: Agenda for September 12 th <ul style="list-style-type: none"> The Council approved the agenda with the addition of the following item: <ul style="list-style-type: none"> Interim Strategic Priorities Review: Minutes from August 22 nd <ul style="list-style-type: none"> The members reviewed and approved the minutes from the last SGC meeting; MSC: Rust/Schmidt. 	
2.	Follow-Up Review of SGC Charter <ul style="list-style-type: none"> 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 <ul style="list-style-type: none"> 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. <ul style="list-style-type: none"> 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.

	<ul style="list-style-type: none"> 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. <ul style="list-style-type: none"> 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. <ul style="list-style-type: none"> 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.	<p>College Assembly Topics</p> <ul style="list-style-type: none"> President Kratochvil reviewed the Monday Meetings schedule with the group and wanted to get an understanding of the process for identifying College Assembly topics. <ul style="list-style-type: none"> 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. 	In November, SGC will begin planning the schedule/topics for the College Assembly meetings in Spring 2013.
5.	<p>Budget Update</p> <ul style="list-style-type: none"> 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. <ul style="list-style-type: none"> 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. <ul style="list-style-type: none"> 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. 	College meeting on November 7 to discuss the results/impact of the election.
6.	<p>Interim Strategic Priorities</p> <ul style="list-style-type: none"> 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. <ul style="list-style-type: none"> 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. 	President Kratochvil will ask Ryan Pederson to attend an SGC meeting to provide an update on the Interim Strategic Priorities and Supporting Objectives.

	<ul style="list-style-type: none"> • 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.	<p>Constituency Report Outs:</p> <ul style="list-style-type: none"> • President <p>Senate Report Outs: (2 minutes each)</p> <p>➤ Resolved or Unresolved Issues of major Importance, Announcements which are important to the college as a whole, Written Reports regarding activities sent to Jennifer</p> <ul style="list-style-type: none"> • 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. 	
<p>NEXT MEETING: Wednesday, September 26, 2012 ~ 2:00 – 4:00 p.m. in 409</p>		