

**Shared Governance Council**

**MINUTES**

September 26, 2012

2:00 – 4:00 p.m., room 420

PRESENT: Andersen, Cea, Huffman, Kamath, Kohler, Kratochvil, Perfumo, Richards, Rust, Schmidt, Vazquez, Villegas, Bonner (presenter), Adams (support)

<i>Item #</i>	<i>Topic/Activity</i>	<i>Follow-Up</i>
<b>STANDING ITEMS:</b>		
	<b>Public Comment</b> <ul style="list-style-type: none"> <li>• None</li> </ul>	
1.	<b>Approve:</b> Agenda for September 26 <sup>th</sup> <ul style="list-style-type: none"> <li>• The Council approved the agenda after agreeing to move item #4 to #2, per President Kratochvil’s request (in order to accommodate the guest presenter).</li> </ul> <b>Review:</b> Minutes from September 12 <sup>th</sup> <ul style="list-style-type: none"> <li>• The members reviewed and approved the minutes from the last meeting; <i>MSC: Villegas/Richards.</i></li> </ul>	<p>Approved</p> <p>Approved</p>
2.	<b>Associate of Science Degree in Physics for Transfer</b> <ul style="list-style-type: none"> <li>• Jeanne Bonner presented an overview of the proposed degree, which had already gone before both the Academic Senate and Curriculum Committee; she explained that it only took her one day to prepare the paperwork, thanks to help from Margaret [Hertstein] and info on the C-ID website.</li> <li>• The Council members discussed the avenues by which faculty can share such experiences with their colleagues, so that others might be informed/encouraged to develop Transfer Degrees.</li> <li>• Several SGC members provided an explanation of the Council’s role in reviewing/approving curriculum and provided examples of things that have been presented (and not approved) in the past.</li> <li>• Following their review and dialogue, the Shared Governance Council unanimously approved the Associate of Science Degree in Physics for Transfer; <i>MSC: Perfumo/Huffman.</i></li> </ul>	<p>Approved</p>
3.	<b>Continued Dialogue on SGC Sub-committees</b> <ul style="list-style-type: none"> <li>• President Kratochvil provided a brief recap of the sub-committee dialogue that occurred during the last two meetings; in order to have a better understanding of LMC’s participatory governance bodies, his office had begun compiling information on all of the various committees. <ul style="list-style-type: none"> <li>• He and Jennifer Adams displayed a working draft of the document and explained the approach used in deciding on information to include, such as: membership, constituency groups represented, reporting relationship, meeting day/time, etc...</li> <li>• It was suggested that a column be added to specify membership term.</li> </ul> </li> <li>• The SGC members indicated this type of committee “inventory” would be very helpful and has been sought after for quite some time. Ultimately, the document will be posted online for all to access. <ul style="list-style-type: none"> <li>• The Council members suggested that, once the “inventory” is nearly complete, the President’s Office should send it to all committee chairs to review for any necessary corrections/updates.</li> </ul> </li> </ul>	<p>The President’s Office will continue to develop the “governance inventory” matrix and will share the final draft with SGC and committee chairs.</p>

	<ul style="list-style-type: none"> <li>The group briefly discussed the EEO Committee, its origins, possible reporting relationship(s), proposed charge, and where things left off with establishing it.</li> </ul>	<p>President Kratochvil will follow-up with L. Kohler and R. Armendariz to get additional information.</p>
4.	<p><b>Accreditation Update</b></p> <ul style="list-style-type: none"> <li>ALO Kiran Kamath gave the SGC members an update on work related to the Accreditation process. <ul style="list-style-type: none"> <li>This year marks the 10<sup>th</sup> anniversary of the SLO movement and LMC is currently finalizing its “College Status Report on Student Learning Outcomes Implementation” for submission by Oct.</li> <li>She provided an overview of the 6-year Accreditation cycle and distributed the College’s timeline, which will guide LMC’s work on the process through 2014.</li> <li>The Accreditation Steering Committee will hold its first meeting on October 11; on October 12, ten LMC reps will attend an ACCJC training at CCC.</li> <li>Standard Committees are now being formed; Kiran is working with the Senates to identify representatives, and will work with Standard Co-Chairs to develop lists of “resource people.”</li> </ul> </li> </ul>	<p>Kiran Kamath will send out a campus-wide message about Standard Committee membership.</p>
5.	<p><b>Constituency Report Outs:</b></p> <ul style="list-style-type: none"> <li>President Kratochvil announced that he has decided not to proceed with permanently filling the Director of Business Services position at this time. Instead, those duties will temporarily be handled/shared by Bruce Cutler and Judy Breza; once the impact of the election results has been determined, he will revisit the prospect of hiring a permanent replacement in the Spring.</li> </ul> <p><b>Senate Report Outs: (2 minutes each)</b></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"> <li>Academic Senate – Ginny Richards reported that the Senate had forwarded the Physics Degree (reviewed/approved earlier by SGC). They have also been talking about faculty feelings on curriculum mix. Following the discussions at the College Assembly, the Academic Senate will do first and second reads of the GE options; after gathering campus-wide input, the GE Committee will make a recommendation to the Senate.</li> <li>Classified Senate – Linda Kohler reported that the Senate had a short, organizational meeting and will be holding its “Meet ‘N Greet” Potluck on October 31.</li> <li>Associated Students – Jairo Vazquez reported that LMCAS has seen an increase in student interest, with more applications than they have spots available; he hopes that there will also be interest in serving on Standard Committees for Accreditation. At a recent LMCAS meeting, Vice President Horan and Tim Leong presented information on the Brentwood Center.</li> <li>Curriculum Committee – Laurie Huffman reported that the Committee talked about the principles of developing families and repeatability, and that K. Kamath is drafting a letter on that topic for faculty. There are also “greening” efforts underway, with the Committee using InSite for its documents and correspondence; several members have also been viewing materials on their laptops during meetings, rather than using printed copies. Lastly, there was discussion about the new online course management system (“Desire2Learn”).</li> </ul>	

6.	<p><b>Good of the Order</b></p> <ul style="list-style-type: none"> <li>• President Kratochvil ended the meeting by soliciting feedback from the Council members about the approach and operations of SGC. <ul style="list-style-type: none"> <li>• There was consensus that the “paperless” methodology worked well.</li> <li>• Everyone felt they had been able to contribute to the dialogue.</li> <li>• The group expressed an interest in having an opportunity to add items to the agenda.</li> <li>• The Council members discussed possible ways to use “extra” meeting time in the future, if the official business/agenda items wrap up before the 4:00 p.m. adjournment. It was suggested that some time could be dedicated to bring in guests to present info/initiatives, or that SGC should have more time to have dialogue and involvement on issues of significance; some members felt that having “extra” time is a rare occurrence, and that having SGC discuss items going before other committees would create a duplication of efforts.</li> </ul> </li> <li>• For those newer members of the Council, it was suggested that it might be helpful to have committee chairs attend an SGC meeting and provide an overview and/or historical context.</li> </ul>	
<p><b>NEXT MEETING:</b> October 10, 2012 ~ 2:00 – 4:00 p.m. in CO-420</p>		