

LOS MEDANOS
COLLEGE

Shared Governance Council

MINUTES

January 28, 2015

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

MEMBERS PRESENT: Louie Giambattista, Sable Horton, Kiran Kamath, Bob Kratochvil, Linda Kohler, Demetria Lawrence, Ronke Olatunji, Carla Rosas, Tue Rust

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	<p>Public Comment</p> <ul style="list-style-type: none"> • Kiran Kamath informed SGC that the College can expect to receive news of its Accreditation status from ACCJC around the first week of February; the Commission met January 6-9, and has 30 days to notify institutions about the action taken. • Tue Rust noted that he has information to share about the Teaching & Learning Committee (TL&C), but will do so under agenda item #5a. 		
2.	<p>Welcome</p> <p>President Kratochvil welcomed the attendees to the meeting. He apologized in advance for his early departure, as he has to attend a grade appeal hearing prior to the Governing Board meeting; he is hopeful that the Council can cover all of the agenda items before he has to leave.</p>		
3.	<p>Review</p> <ul style="list-style-type: none"> • Agenda for January 28, 2015 President Kratochvil reviewed the agenda, which was approved by SGC. <i>MSC: Rust/Kohler.</i> <ul style="list-style-type: none"> ○ <i>Yeas – Horton, Kohler, Lawrence, Rust; Nays – N/A; Abstentions – N/A.</i> • Minutes (draft) from December 10, 2014 and January 14, 2015 The SGC members reviewed and approved the minutes from December 10th. <i>MSC: Rust/Lawrence.</i> <ul style="list-style-type: none"> ○ <i>Yeas – Horton, Kohler, Lawrence, Rust; Nays – N/A; Abstentions – N/A.</i> <p>The Council reviewed the minutes from January 14th. It was recommended that the section on agenda item #4b be revised to reflect elements of the members’ dialogue, specifically the comments explaining that – although it is appropriate for personnel to be involved in the development of their respective department’s Program Review and RAP proposals – incumbents should not be in the position of writing/presenting classified staffing requests for their own position. SGC approved the minutes, as amended. <i>MSC: Lawrence/Kohler.</i></p> <ul style="list-style-type: none"> ○ <i>Yeas – Horton, Kohler, Lawrence, Rust; Nays – N/A; Abstentions – N/A.</i> 		Agenda approved
4.	Old Business		
4a.	<p>SGC Priorities & Sub-Committees</p> <ul style="list-style-type: none"> ○ Sub-Committee Charges & Updates <ul style="list-style-type: none"> ○ No items to report or discuss. ○ SGC Position Paper <ul style="list-style-type: none"> ○ President Kratochvil asked to defer this item to the next meeting so that he can be present for/participate in the discussion. 	2003 SGC Position Paper	
5.	New Business		
5a.	<p>Preparing for 2014-15 RAP Cycle</p> <ul style="list-style-type: none"> ○ President Kratochvil distributed copies of the rating worksheet used by SGC last year to review RAP proposals; the document had also been made available for the campus community to reference in advance of submitting requests. At the last meeting, the Council members expressed an interest in revisiting the worksheet to determine if any updates are necessary for this RAP cycle. Any changes would need to be incorporated quickly (and prior to the next SGC meeting on February 11), as requestors need to have ample time to consult the worksheet prior to the February 27th RAP deadline. 	Resource Allocation Process	

	<ul style="list-style-type: none"> ○ For the benefit of new SGC members, the group discussed several points of clarification. Non-voting members do not submit rating worksheets, but they can complete the forms to use as a reference and they do fully participate in the review and discussion of presentations. Because the new Strategic Plan implementation activities haven't been identified, this year requestors have the option of writing to either the 2012-14 Interim Strategic Priorities or the 2014-2019 Strategic Directions. ○ The Council discussed whether or not the worksheet rating criteria was clearly aligned with the request form (e.g. Section D). After a thorough examination of both documents, there was consensus that – based on the process timeline, the content of the materials, and the worksheet's effectiveness when used last year – the rating sheet would be used again, with only two minor updates: 1) change the year to 2015-16; and 2) add “and/or Strategic Directions” to #4. 		
5b.	<p>TLC Proposals</p> <ul style="list-style-type: none"> ○ Tue Rust presented SGC with two items of interest related to TLC and institutional assessment: 1) recognizing colleagues for their efforts, while underscoring the linkage between assessment and professional development; and 2) TLC's annual report and mid-cycle evaluation. The first proposal is associated with TLC's consideration of ways other committees can reward good work and to highlight professional development, particularly as it pertains to assessment. For SGC, that would mean identifying a “Great RAP” for being a well-written proposal. Although members of SGC appreciated the idea of acknowledging work related to RAP, there were concerns expressed about highlighting a “model” RAP proposal: a new/first-time requestor could use that as a template to guide their own writing the following year, but their proposal may wind up not being funded (due to shifting of institutional priorities/focus, lack of available funding, etc...). ○ Mr. Rust also shared that TLC is preparing its annual report, which will likely be disseminated via campus-wide email. It was noted that, per the SGC Position Paper, the report should also be a presentation to SGC (for information, not action). Based on the TLP Position Paper, the Teaching & Learning Committee is also conducting a mid-cycle evaluation of the assessment model; this was originally slated for Fall 2014, but was delayed to this semester to accommodate the leadership transition within TLC. It is likely that the evaluation will lead to changes in the structure of TLC (e.g. adjustments to membership/representation, resulting from organizational changes); as a “policy change,” such revisions would be put forward to SGC for action/approval. 		
5c.	<p>Governor's Budget</p> <ul style="list-style-type: none"> ○ President Kratochvil distributed and provided an overview of budget “Talking Points” that were prepared by the District Office and will be reviewed at the Governing Board meeting this evening. Ronke Olatunji reminded the Council that the Governor's budget is not yet final, and that the May Revise will present a clearer picture of the fiscal outlook. 	Budget Talking Points	
6.	<p>Updates & Announcements/Constituency Reports:</p> <ul style="list-style-type: none"> • President: Jennifer Adams provided a College Assembly update on behalf of President Kratochvil, as he had to leave for the District Office prior to the end of SGC. The presentation originally planned for February 2 had to be postponed, so President Kratochvil will be sending out a campus-wide message about whether or not the meeting will be held. • Academic Senate: Louie Giambattista reported that the Senate had a spirited discussion about the Box 2A process, with both President Kratochvil and Vice President Horan in attendance. Mr. Giambattista feels that it is likely that dialogue will have to occur between faculty and management about how to handle “exceptions” to the process (e.g. sabbatical leave, categorically-funded positions, etc...). Silvester Henderson will bring the topic forward to Faculty Senate Coordinating Council for a determination of whether to address the issue at the district or college level. Tue Rust stated that an announcement went out about the CSLO Coordinator; an unofficial selection has been made, but it has not been voted on by the Senate. • Associated Students: nothing to report. • Classified Senate: Linda Kohler did not have a report to share, as the Senate was scheduled to meet the following week. • Curriculum Committee: Louie Giambattista stated that there was nothing to report from the Curriculum Committee, other than it was “business as usual” at their meeting last week. 		
7.	Campus Communication: Actions & Notable Items to Report from SGC – N/A		
8.	<p>Adjournment The SGC meeting adjourned at 3:38 p.m.</p>		