

# LOS MEDANOS COLLEGE

## Shared Governance Council

### MINUTES

November 14, 2012  
2:00 - 4:00 p.m., Room CO-420

ATTENDEES: Anderson, Cea, Huffman, Kohler, Kratochvil, Perfumo, Richards, Rust, Schmidt, Vazquez, Villegas, Wahl (presenter), Becker (presenter), Adams (support).

<i>Item #</i>	<i>Topic/Activity</i>	<i>Follow-Up</i>
<b>1.</b>	<b>Public Comment</b> <ul style="list-style-type: none"> <li>The Council had a moment of silence in honor of Robin Aliotti.</li> </ul>	
<b>2.</b>	<b>Approve:</b> Agenda for November 14, 2012 <ul style="list-style-type: none"> <li>The agenda was approved, following the move of items #4a and #4b to the beginning of the meeting.</li> </ul> <b>Review:</b> Minutes from October 24, 2012 <ul style="list-style-type: none"> <li>The members reviewed and approved the minutes from the last meeting; <i>MSC: Villegas/Schmidt.</i></li> </ul>	
<b>3.</b>	<b>Old Business</b>	
	3a. <b>“Monday Meetings” Calendar for Spring 2013</b> <ul style="list-style-type: none"> <li>President Kratochvil displayed and reviewed a draft of the calendar, which was based on the versions used last Spring and this Fall. To the extent possible, he would like to have some consistency in the schedule of Monday Meetings (e.g. College Assembly on the first Monday of each month, Academic Senate on second and fourth Mondays, etc...). The Council members discussed:               <ul style="list-style-type: none"> <li>The number and frequency of dates for College Assembly and Academic Senate</li> <li>Dates used for “Assessment”: the GE Committee Chair has requested two meeting dates; the TLC Chair has indicated they could share a date with GE.</li> <li>Whether there are other items of institutional importance that should be addressed at a College Assembly, and how requests are made/considered for time on the agenda.</li> <li>The possibility of adjusting the date for the Retiree Reception.</li> </ul> </li> </ul>	President Kratochvil will incorporate the changes suggested today, share the proposed dates with the Academic Senate President, and bring back a final draft for SGC to review and approve at the next meeting.
	3b. <b>Review of College Mission &amp; Vision</b> <ul style="list-style-type: none"> <li>The SGC members continued their discussion of: 1) a process to be used for reviewing and revising the College Mission Statement; and 2) articulating a vision for what we do, who we serve, and what we want to be as an organization.</li> <li>President Kratochvil explained that he feels there should be a shared/collective vision that is developed through broad participation and dialogue – not created by any single person. As President, he sees his role as facilitating the process, ensuring communication, encouraging involvement, and providing guidance. He would like to launch this effort in the Spring, perhaps as part of the Opening Day activities.</li> </ul>	

		<ul style="list-style-type: none"> <li>The Council discussed: <ul style="list-style-type: none"> <li>Using the existing Mission Statement as a starting point: does the campus community know and understand it? Does it reflect/capture what we do and who we are?</li> <li>An engaging and motivating small-group activity that President Garcia facilitated some years ago as part of Opening Day</li> <li>Examples of other community college Mission Statements (displayed on screen)</li> <li>How to outline the process and provide opportunities for involvement (e.g. use a campus-wide survey, identify themes, have a small group draft something, provide context for the revision, etc...).</li> </ul> </li> </ul>	A compiled list of sample Mission Statements will be sent to the SGC members.
	3c.	<b>Accreditation Update</b> <ul style="list-style-type: none"> <li>President Kratochvil provided a quick update on the Accreditation process. The Accreditation Steering Committee and Standards Committee Chairs met last Thursday. Things are moving along and the Committees have established regular meeting schedules; work has begun to review previous Accreditation reports, to become familiar with the Standards, and to identify evidence.</li> </ul>	
<b>4.</b>	<b>New Business</b>		
	4a.	<b>Review of Distance Education Substantive Change Report</b> <ul style="list-style-type: none"> <li>Mike Becker provided SGC with an overview of the Distance Education Substantive Change Report being submitted to the Accrediting Commission for Community and Junior Colleges (ACCJC). The report covers: the proposed change and how it relates to the LMC mission; the evolution of Distance Education at LMC; the rationale for the change; the affected programs; and the overview of the process/timeline.</li> </ul>	SGC members can review the document further and send any comments and/or suggestions to Mike Becker by 11/21.
	4b.	<b>Administration of Justice Certificates</b> <ul style="list-style-type: none"> <li>Dave Wahl presented an overview of the proposed Administration of Justice (AJ) certificates, which had been sent to the SGC members in advance. The certificates had already been reviewed and approved by the Curriculum Committee.</li> <li>SGC approved the AJ certificates; <i>MSC: Villegas/Vazquez.</i></li> </ul>	
<b>5.</b>	<b>Updates &amp; Announcements:</b> <ul style="list-style-type: none"> <li>President – no report.</li> <li>Academic Senate – Ginny Richards reported that the Academic Senate elected a new Interim President: Mike Norris.</li> <li>Classified Senate – Linda Kohler shared that the Classified Senate had a very successful Meet-n-Greet event.</li> <li>Associated Students – no report.</li> <li>Curriculum Committee – Laurie Huffman reported that the Curriculum Committee approved several items at their last meeting, including the AJ certificates presented at SGC today.</li> </ul>		
<b>NEXT MEETING:</b> November 28, 2012 ~ 2:00 – 4:00 p.m. in CO-420			