

LOS MEDANOS
COLLEGE

Shared Governance Council

MINUTES

March 11, 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, Ginny Richards, Carla Rosas, Tue Rust, Diona Shelbourne, Jamila Stewart

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	<p>Public Comment Ginny Richards informed the group about the first DSPS conference, “Elevating Diversity” planned for April 18. Carla Rosas reminded everyone about the upcoming Cesar Chavez events, including a film screening, the Civic Leaders Brunch, and the annual awards program on March 27. Jamila Stewart reported that the 10th Annual Academic Competition will be held on April 11th, and announced that a 3-on-3 intramural basketball tournament is also being planned.</p>		
2.	<p>Welcome President Kratochvil welcomed the Council members to the meeting</p>		
3.	<p>Review</p> <ul style="list-style-type: none"> • Agenda for March 11, 2015 President Kratochvil reviewed the agenda, which was approved by SGC. <i>MSC: Richards/Lawrence.</i> <ul style="list-style-type: none"> ○ <i>Yeas – Horton, Kohler, Lawrence, Richards, Rust, Shelbourne, Stewart; Nays – N/A; Abstentions – N/A.</i> • Minutes (draft) from February 25, 2015 The SGC members reviewed and approved the minutes from February 25th. <i>MSC: Lawrence/Shelbourne.</i> <ul style="list-style-type: none"> ○ <i>Yeas – Horton, Kohler, Lawrence, Rust, Shelbourne, Stewart; Nays – N/A; Abstentions – Richards.</i> 		Agenda approved Minutes approved
4.	Old Business		
4a.	<p>Accreditation Follow-Up Report</p> <ul style="list-style-type: none"> ○ Kiran Kamath provided an update on the ACCJC Annual Report and progress on the Follow-Up Report. The Annual Report consists of two sections: 1) Fiscal, which is being completed by LMC’s Business Office and District Fiscal Services; and 2) Institutional Effectiveness, which Kiran is working on (with certain responses being provided by different departments/personnel (e.g. District Research). After a “pop quiz” to gauge SGC’s recollection of the Recommendations to be addressed in the Follow-Up Report, Kiran provided a brief overview of the approach and “workgroup” being utilized for each of the three areas: College Recommendation 1 – Brentwood Center; College/District Recommendation 1 – SLOs in evaluations for relevant personnel (being led by the District); and College Recommendation 2 – assessing RAP and the effectiveness of resource allocations. Ronke Olatunji is serving as the lead for the RAP evaluation workgroup, which held its first meeting yesterday, and she provided an overview of their work thus far. The group had lengthy discussions and came up with a “straw design” for the Report response, which would involve a survey of those who received 2013-14 RAP allocations and a review of 2014-15 PRST data submitted by programs. During SGC’s discussion of evaluating the effectiveness of funding allocations, it was noted there will inevitably be challenges in determining/proving causality. The suggestion was to identify specific metrics at the outset (i.e. in the RAP proposal) and then address the effectiveness when assessing the “return on investment,” so that there is a clearer linkage on the front end and back end. 		
4b.	<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 distributed of the latest iteration of the document, which incorporates SGC’s discussions and proposed revisions from the last meeting (items #1-14 on the annotated PDF). SGC completed its review of the remaining sections (items #15-22). 		

	<ul style="list-style-type: none"> ○ Tue Rust felt that bi-directional communication with SGC sub-committees might be an issue raised by the Academic Senate. President Kratochvil noted that, although communication mechanisms are in place, there are always opportunities for improvement. SGC discussed bi-directional communication and considered whether the item raised by Tue is an issue for SGC, the sub-committees, the Senate(s), or all of the above? Representatives from the Classified and Student Senates indicated that they already have regular updates from the sub-committees (and others), but acknowledged that each group does it a bit differently. It was suggested that articulating a consistent set of “ground rules” or operational guidelines would be useful for all committees/groups, and that further enhancement of communication mechanisms/effectiveness could be an area of focus for SGC. ○ The Position Paper revisions discussed today will be incorporated into the document, and the item will be placed on a future agenda for SGC action. After that, the SGC reps will take the updated version to their respective groups for review/feedback/action. 	2003 SGC Position Paper	
4c.	<p>Preparing for RAP: FY 2015-16</p> <ul style="list-style-type: none"> ○ Ronke Olatunji reminded the Council that their next meeting (3/25) will consist of the RAP presentations, and the session will be held 12:00 – 4:00 p.m. in L-109. There were 110 proposals submitted: 45 Program Improvement; 27 Permanent Classified Staffing; and 38 Program Maintenance. The Expanded President’s Cabinet group met earlier today to review all of the Program Improvement & Classified Staffing proposals to determine if any additional info or re-categorizing is needed; they will meet again next Wednesday (3/18) to review Program Maintenance. SGC will receive the proposals electronically (Program Improvement and Permanent Classified Staffing), and three hard copies will be available during the presentations. 	Resource Allocation Process	
4d.	<p>Smoking Policy</p> <ul style="list-style-type: none"> ○ President Kratochvil provided a recap of SGC’s prior discussion related to the College’s smoking policy, and referenced/displayed some relevant materials (see hyperlinks). The group reviewed the language included on p. 48 of the LMC Catalog, noting that the “extra” wording can be eliminated (so that the section only includes the sentence about the parking lots). The group suggested that, for materials and signage, the language used should identify LMC as a smoke-free campus with designated areas (parking lots) for smoking. 	BP2045 HR1080.01 S3003 LMC Catalog (p.48)	
5. New Business			
5a.	<p>Approval of CSLO-PSLO Coordinator</p> <ul style="list-style-type: none"> ○ Tue Rust reported that both the Teaching & Learning Committee (TLC) and the Academic Senate have unanimously approved Briana McCarthy as the new CSLO-PSLO Coordinator, with .25 FTE re-assigned time. He explained that she is well-qualified and has great experience in this area. He also described the “triumvirate” of assessment roles: GE Committee Chair, TLC Chair, and CSLO-PSLO Coordinator. Several SGC members inquired about whether or not this Coordinator position works with Classified Staff regarding the assessment of SLOs (e.g. in Student Services). ○ SGC approved Briana McCarthy as CSLO-PSLO Coordinator. <i>MSC: Rust/Richards. Yeas – Richards, Rust; Nays – N/A; Abstentions – Horton, Kohler, Lawrence, Shelbourne, Stewart.</i> 		CSLO-PSLO Coordinator approved
6.	<p>Updates & Announcements/Constituency Reports:</p> <ul style="list-style-type: none"> • President Kratochvil congratulated LMC’s newly tenured faculty: Kasey Gardner, Louie Giambattista, Christine Park, and Matt Stricker. • Academic Senate: Although other items were also addressed, at the last meeting there was focus on AB 1391 (faculty teaching in prisons). • Associated Students: Diona Shelbourne provided an update about the LMCAS officer sanction, which was reported at the last SGC meeting. It was on their agenda this past Monday, with heated debate, and several members felt attacked by some of the non-students/public present. Ultimately, LMCAS agreed to work with a mediator. Diona and Sable Horton presented Demetria Lawrence with a card and flowers to acknowledge her hard work and professionalism. Demetria expressed her appreciation and commended the Senators, including the accused Officer, for maintaining their composure and being willing to have dialogue. • Classified Senate: Linda Kohler reported that the Senate has a successful Chili Cook-Off, with \$690 raised. They made some committee appointments, established their election committee, and created another small committee to work on Senate goals. Support was also approved for the Kennedy-King Scholarships. • Curriculum Committee: Louie Giambattista shared that things have been worked out with the GE Committee and COORs are going through. 		
7.	Campus Communication: Actions & Notable Items to Report from SGC – N/A		
8.	Adjournment The SGC meeting adjourned at 3:37 p.m.		