

LOS MEDANOS
COLLEGE

Shared Governance Council

MINUTES

March 8, 2017

2:00 - 4:00 p.m., Room SS4-412

MEMBERS PRESENT: Judy Breza, Israel Castro, Kasey Gardner, Louie Giambattista, Natalie Hannum, Al-Ameen Ishola, Linda Kohler, Bob Kratochvil, Carla Rosas, Grace Villegas.

OTHER ATTENDEES: Paul West (guest); Giselle Cazares (guest); Jennifer Adams (committee support).

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
	Public Comment		
1.	President Kratochvil reported that he just attended the Food Pantry ribbon-cutting ceremony and shared that Scott Warfe (English faculty) had facilitated a \$10K donation from TOMS Shoes, where his brother-in-law works.		
2.	Welcome & Introductions President Kratochvil welcomed a new SGC member, Al-Ameen Isola, and the other members introduced themselves.		
3.	Review <ul style="list-style-type: none"> o Agenda for March 8, 2017 The agenda was reviewed and approved by the Council members. <i>MSC: Giambattista/Castro.</i> o Yeas – <i>Breza, Castro, Gardner, Giambattista, Hannum, Isola, Kohler, Rosas, Villegas; Nays – N/A; Abstentions – N/A.</i> o Minutes (draft) from February 22, 2017 Review and action on the February 22nd minutes was deferred to the next meeting. 		Agenda approved
4.	Old Business		
4a.	2016-17: SGC “Year-at-a-Glance” <ul style="list-style-type: none"> • SGC Position Paper <ul style="list-style-type: none"> o President Kratochvil invited the SGC members to share comments/feedback about the Position Paper. Kasey Gardner reported that, at the Academic Senate meeting, there was some confusion or lack of information/knowledge about SGC’s role as the “budget committee”; he pointed out to the Senate that language to that effect is included in the Position Paper. • Sub-Committee Charges & Reporting <ul style="list-style-type: none"> o EEO Committee Charges – Follow-up No updates to report. 		
4b.	Budget & Resource Allocation <ul style="list-style-type: none"> • In advance of reviewing the budget info, President Kratochvil expressed thanks to Judy Breza for her efforts to compile the data, to Kasey Gardner for working closely with her, and to both he and Louie Giambattista for representing and relaying information to the Academic Senate. The SGC position paper was displayed on the screen as a reference during the discussion. Louie Giambattista noted that the missing piece/misunderstanding regarding budget development (whether intentional or not) is not related to what happens with the budget between the District Office and LMC, but rather from the College’s “fixed/roll-over costs” down to the discretionary dollars available via RAP. Natalie Hannum commented that, because there is not an abundance of available funds, managers don’t necessarily have an opportunity for input either. President Kratochvil explained that SGC has been engaging in these discussions for some time, but they want to make sure the Council understands and responds to the Academic Senate questions to the extent possible. Kasey Gardner shared feedback from a survey he conducted of faculty colleagues, with 12 responses provided. The respondents were asked to indicate their feelings about: when management should consult faculty on budget matters (e.g. on every related matter, on grants and new funding, on new management or faculty staffing, on reductions, etc. . .); and how management should consult with faculty (e.g. open forums and surveys, with the Academic Senate, with the individual affected faculty, indirectly via SGC reps, etc. . .). 		

	<ul style="list-style-type: none"> Judy Breza distributed copies of a spreadsheet outlining five-year salary and benefit data; she provided an overview of the document, as well as examples of the categories into which certain positions fall. Kasey Gardner indicated that he would share the information with the Academic Senate, as it could be helpful in addressing questions they may have regarding changes/increases over time in expenses for faculty and management salaries. Natalie Hannum noted that, in doing such an analysis, the changes need to be looked at holistically: the comparison is not always just about the numbers of faculty and management positions added, but also about understanding the workload in totality (e.g. staffing to be hired via funding from Strong Workforce Program). President Kratochvil initiated a discussion about budget processes and revisiting, outlining, and revising them (if necessary). As an example, there needs to be an agreed-upon way of consulting with faculty when classes aren't in session; President Kratochvil shared that, last summer, he consulted with both Silvester Henderson and Milton Clarke about changing the Director of Business Services position to Vice President of Business & Administrative Services – but he wants to make sure there is agreement about what the approach should be. He added that a better job can be done of disseminating and interpreting budget figures. Linda Kohler and Grace Villegas noted that, for the most part, classified professionals want to be kept informed and have an opportunity to understand the info. Louie Giambattista shared that there is some confusion in the Academic Senate about creating/hiring certain management positions and the availability of discretionary dollars; he added that, in some cases, there is confusion about what questions they have and exactly what they want to know about the budget. President Kratochvil briefly recapped the processes used for establishing the Sr. Dean of PIE and Vice President positions, including visits to the Academic Senate. He emphasized that we need to figure out how to best codify our processes so there is a shared understanding. He encouraged the Academic Senate to find good examples from other colleges. Another idea is to have managers visit SGC periodically to provide an overview of unit budgets and responsibilities. Natalie Hannum provided an example from another institution, which utilized three-person review teams for each program review. She also suggested that it would be helpful to conduct “traveling road shows” on the back end of grants/initiatives to outline deliverables. The SGC members discussed additional strategies for improving budget processes, as well as addressing the structural deficit. Kasey Gardner indicated that he will continue conversations in the Academic Senate to hopefully refine their questions. SGC’s LMCAS reps agreed that it would likely be helpful for the Academic Senate to invest more time/effort into trying to understand the budget info. President Kratochvil reported that there had been a budget discussion at Chancellor’s Cabinet yesterday, as the issue is district-wide. The College can tap into District reserves, but we don’t want that to become a pattern. At the statewide level, community college CEOs are advocating for baseline increases instead of enrollment growth. United Faculty has advocated for a parcel tax. Natalie Hannum suggested that it would be worthwhile to engage the Academic Senate in conversations about efficiencies (i.e., is adding to/broadening Catalog offerings really the best way to serve students?). Louie Giambattista noted that a starting point could be looking at Program Review data on program-level degree/certificate completers (e.g. if a program has only had one completer in the last 10 years, what does that mean for offerings?). 		
5.	New Business [no items]		
6.	Curriculum [no items]		
7.	Updates & Announcements/Constituency Reports <ul style="list-style-type: none"> President Kratochvil: no report Academic Senate: no report (all information shared during the earlier budget discussion) Associated Students: Al-Ameen Isola explained that LMCAS is working toward providing funds for clubs that have made requests. Classified Senate: Linda Kohler shared information about the Classified Senate’s successful Chili Cook-Off, which raised \$788. Curriculum Committee: no report Management Team: no report Other: no report 		
8.	Community College Items of Interest: Legislation, Research & Best Practices <ul style="list-style-type: none"> No items to report. 		
9.	Campus Communication: Actions & Notable Items to Report from SGC <ul style="list-style-type: none"> The SGC members were asked to relay the information presented and discussed regarding the budget (i.e. handout shared, improving processes and communication, strategies to address structural deficit, etc...) 		
10.	Adjournment The SGC meeting adjourned at 4:02 p.m.		