

LOS MEDANOS  
COLLEGE

**Shared Governance Council**

**MINUTES**

April 23, 2014

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

MEMBERS PRESENT: Carol Hernandez, Laurie Huffman, Kiran Kamath, Brianna Klipp, Bob Kratochvil, Linda Kohler, Ronke Olatunji, Tiffany Patterson, Ginny Richards, Sandi Schmidt, Grace Villegas, Renee Washington

Item #	Topic/Activity	Handouts/ References	Action(s) Taken
<b>STANDING ITEMS:</b>			
<b>1.</b>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>President Kratochvil welcomed the students observing from Milton Clarke's class; the SGC members introduced themselves.</li> </ul>		
<b>2.</b>	<p><b>Review</b></p> <ul style="list-style-type: none"> <li>Agenda for April 23, 2014 President Kratochvil reviewed the agenda, which was approved by SGC. <i>MSC: Kohler/Villegas. Yeas: Hernandez, Klipp, Kohler, Patterson, Richards, Schmidt, Villegas, Washington. Nays: none. Abstentions: none.</i></li> <li>Minutes (draft) from meetings on March 12, March 26 &amp; April 9 The Council members approved the meeting minutes, as indicated below:               <ul style="list-style-type: none"> <li>March 12 – <i>MSC: Villegas/Kohler</i></li> <li>March 26 – <i>MSC: Schmidt/Villegas</i></li> <li>April 9 – <i>MSC: Schmidt/Villegas</i></li> </ul> <i>Yeas: Hernandez, Klipp, Kohler, Patterson, Richards, Schmidt, Villegas, Washington. Nays: none. Abstentions: none.</i> </li> </ul>		<p>Agenda approved</p> <p>Minutes approved</p>
<b>3.</b>	<p><b>Old Business</b></p>		
3a.	<p><b>Resource Allocation Process (RAP) – Proposal Review &amp; Recommendations</b></p> <ul style="list-style-type: none"> <li>Ronke Olatunji displayed the rating spreadsheet(s), which incorporated dialogue at the last meeting. The Council members reviewed and discussed the proposal lists for Classified Staffing and Program Improvement. President Kratochvil stated that, once SGC agrees upon its recommendations, he will review and decide upon allocations; he'll then work with Ms. Olatunji to determine the available funding source(s). As he'd previously mentioned, the expectation is to have a two-phased announcement (the first in May, and the second in Fall) about allocations.</li> <li>SGC approved the RAP recommendations to the President for Classified Staffing and Program Improvement requests. <i>MSC: Hernandez/Kohler. Yeas: Hernandez, Klipp, Kohler, Patterson, Richards, Schmidt, Villegas, Washington. Nays: none. Abstentions: none.</i></li> <li>President Kratochvil indicated that, in the Fall, SGC will review and evaluate the process conducted this year (e.g. the forms, what worked well, areas to improve, etc...).</li> </ul>	<p><a href="#">Classified Staffing Requests</a></p> <p><a href="#">Program Improvement Requests</a></p>	<p>RAP recommendations approved</p>
3b.	<p><b>SGC 2013-14 Priorities &amp; Sub-Committees: Equal Employment Opportunity (EEO) Committee</b></p> <ul style="list-style-type: none"> <li>President Kratochvil displayed the proposed EEO charge and provided some background on IDEA's recommendation (Feb. 2012). He sought input from Dave Belman, IDEA chair at the time, who received consensus from the current members that the charge remains relevant; President Kratochvil also asked each of the Senates to review the proposal and provide input.</li> <li>SGC discussed the proposal, including: reporting relationship, membership, Brown Act, and evaluating progress on charges.</li> <li>The Council members approved the establishment of the EEO Committee and its charges, as proposed; it will be a sub-committee of SGC, with equal representation based on constituency groups. <i>MSC: Hernandez/Villegas. Yeas: Hernandez, Klipp, Kohler, Patterson, Richards, Schmidt, Villegas, Washington. Nays: none. Abstentions: none.</i></li> </ul>	<p><a href="#">IDEA Proposal for EEO Committee</a></p>	<p>EEO Committee charge approved</p>

	<p>3c. <b>Accreditation: Self Evaluation Report</b></p> <ul style="list-style-type: none"> <li>• Kiran Kamath asked SGC for feedback on the unedited third draft of the Self-Evaluation Report, which had been sent (via email link) in advance of the meeting. At this point, after 20 months in development, the focus is on identifying any glaring omissions or inaccuracies. There was also a review of the updated Actionable Improvement Plans. Laurie Huffman indicated that she would send her comments (including links to several reference documents) via email.</li> <li>• The three Senates have been asked to review the Report and to schedule time on their respective agendas for a vote. At its next meeting, SGC will take action on the full document before it goes forward to the Governing Board.</li> </ul>	<p><a href="#">Accreditation Self Evaluation Report</a></p>	
<p><b>4. New Business</b></p>			
	<p>4a. <b>Veterans Task Force Reports &amp; Recommendations</b></p> <ul style="list-style-type: none"> <li>• President Kratochvil reminded the Council members about the establishment of the Veterans Task Force, its charge, and its four sub-committees: Counseling Services, Employment Services, Resource Center &amp; Coordinator, and Textbook Support. He commended Gail Newman for guiding and coordinating the Task Force efforts, as well as those who led the work of the sub-committees: Diane Ferguson, Michael Norris, Ginny Richards, and Michael Yeong.</li> <li>• The group reviewed the four reports, which had been provided in advance of the meeting, along with some of the recommendations aimed at better supporting student veterans (approx. 365) at LMC. The discussion addressed such things as: applying for grants, considering establishment of a (student) club for military families, the Foundation’s 2012-13 campaign raising \$20K+ for student veterans’ textbooks, current job posting for part-time DSPS/Veterans Counselor, “academic fraternities” and the linkage between student engagement and success, mentoring opportunities, designating dedicated space for a Veterans Resource Center on campus, and strong interest from industry partners and community organizations.</li> <li>• President Kratochvil will ask each of the Senates to review the reports to provide input and/or endorsement; then SGC could take action to accept the work of the Task Force. Such endorsement would not be intended to serve as “approval” of any related resource allocation, but would demonstrate institutional support for pursuing grants, donations, partnerships, etc...</li> </ul>	<p><a href="#">Counseling Services</a></p> <p><a href="#">Employment Services</a></p> <p><a href="#">Resource Ctr. &amp; Coord.</a></p> <p><a href="#">Textbook Support</a></p>	
	<p><b>5. Updates &amp; Announcements/Constituency Reports:</b></p> <ul style="list-style-type: none"> <li>• Classified Senate: Sandi Schmidt announced that the Senate recently voted to make a few changes to its by-laws, and yesterday opened elections for several officer positions. This year, through continued fundraising efforts, they awarded 10 scholarships to new (\$400 each) and continuing (\$350 each) students; the total amount raised and awarded was \$200 more than in 2012-13. Upcoming events include: Cinco de Mayo luncheon (May 5), Annual Employee BBQ (May 29), and JobLinks (June 5).</li> <li>• Academic Senate: Ginny Richards reported that the Senate is eager to see progress on establishing the EEO Committee and talked about improving communication with SGC; as the SGC rep, Ms. Richards is working to ensure that the committee’s items/updates make it onto the Senate agenda. There was also a lively discussion about full-time and part-time roles.</li> <li>• Associated Students: Renee Washington has put forward several items that LMCAS would like to have SGC consider: e-cigarettes on campus and a \$2 student rep fee. LMCAS awarded five \$500 scholarships, and will be holding elections on May 5.</li> <li>• Curriculum Committee: Laurie Huffman reported that the Music AA-T didn’t pass (due to number of units), but will be re-written and sent forward to the Academic Senate and SGC. Once that receives final approval, LMC will be in total compliance on transfer degrees.</li> </ul>		
	<p><b>6. Campus Communication: Actions &amp; Notable Items to Report from SGC</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>		