

**LOS MEDANOS  
COLLEGE**

**Shared Governance Council**

**MINUTES**

October 24, 2012

2:00 – 4:00 p.m., room 420

PRESENT: Andersen, Cea, Huffman, Kohler, Kratochvil, Richards, Rust, Schmidt, Villegas, Nash (presenter), Adams (support)

<i>Item #</i>	<i>Topic/Activity</i>	<i>Follow-Up</i>
<b>STANDING ITEMS:</b>		
	<b>Public Comment</b> <ul style="list-style-type: none"> <li>• None</li> </ul>	
1.	<b>Approve:</b> Agenda for October 24 <sup>th</sup> <ul style="list-style-type: none"> <li>• The Council reviewed and approved the meeting agenda.</li> </ul> <b>Review:</b> Minutes from October 10 <sup>th</sup> <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>	
2.	<b>Review of Revised RAP Documents</b> <ul style="list-style-type: none"> <li>• President Kratochvil reviewed the RAP documents that had been sent to the Council members in advance of the meeting. He explained that timeline has been adjusted in order to align with the Program Review process. Additionally, there has been a delay in the Program Review Submission Tool (PRST) being ready for use. The IT team estimates that it will take another 200 hours to complete the shift to the PRST.</li> <li>• The group discussed the ranking rubric used by SGC to evaluate RAP proposals, and suggested including information on the point values associated with each section; they felt it would be helpful for requestors to have a clear understanding of how the proposals would be reviewed/ranked.</li> <li>• Several members emphasized the need for beta-testing and training on the new PRST.</li> </ul>	
3.	<b>“Monday Meetings” Calendar for Spring 2013</b> <ul style="list-style-type: none"> <li>• President Kratochvil displayed the dates available for Monday Meetings in Spring 2013. He wants to ensure that time is allotted for important college-wide issues, such as: budget, accreditation, planning, assessment, etc... Dates will be identified for College Assembly, Academic Senate, and other sessions.</li> <li>• The SGC members discussed College Assembly, attendance expectations (“mandatory” or “management-called”), and constituency participation. It was noted that some past practices have “fallen by the wayside.” President Kratochvil expressed that his wants to make sure things are clearly communicated and understood by all members of the campus community, so that everyone is on the same page.</li> </ul>	

4.	<p><b>Review of College Mission, Vision &amp; Values Statements</b></p> <ul style="list-style-type: none"> <li>• President Kratochvil talked about initiating a review of the College Mission Statement and conducting the process to involve campus-wide input from Senates/constituency groups, committees, departments/units, etc... The SGC members discussed whether it would be more effective to start with small group/task force that develops draft and then brings to larger community, or begin with broad discussion, and then have small group try to synthesize that into draft statement. Through this review process, the College will either validate the current Mission Statement or – after determining that it no longer reflects who/what we are as an institution – make revisions.</li> </ul>	
5.	<p><b>Associate of Science Degree in Business Administration for Transfer</b></p> <ul style="list-style-type: none"> <li>• Brad Nash presented background information and an overview of the proposed Associate of Science Degree in Business Administration for Transfer. All of the faculty and resources are already in place, so no funds are requested from SGC. Mr. Nash explained that he coordinated with faculty at CSUEB while developing the degree. The group discussed the steps involved in the process of developing and approving associate degrees for transfer. Mr. Nash acknowledged Kiran Kamath for her helpful editing.</li> <li>• SGC approved the Associate of Science Degree in Business Administration for Transfer. <i>MSC: Villegas/Richards.</i></li> </ul>	
6.	<p><b>Constituency Report Outs:</b></p> <ul style="list-style-type: none"> <li>• President – provided a brief recap of the budget information he presented at the College Assembly on Monday (10/22), including the impact of Proposition 30 and Measure A and plans for 2012-13 and 2013-14. He reminded the group about the all-college meeting on November 7 to discuss the election results.</li> <li>• Academic Senate – Ginny Richards informed the group that, with A’kilah Moore’s move to Interim Dean, the Senate is seeking an interim President; Mike Norris is the only candidate on the ballot. She also reported that the Academic Senate finalized the 18-unit GE requirement.</li> <li>• Classified Senate – Linda Kohler reported that the last Senate meeting was used for a guest presenter, President Kratochvil. She reminded the group of the Senate’s upcoming Soup Cook-off fundraiser on November 6, and that the Meet ‘N Greet will be held on October 31.</li> <li>• Associated Students – Sherrie Anderson shared that she has placed several items on the next LMCAS agenda, including: having all Senators attend the college meeting on November 7; printing Senator photos/names on the front page of The Experience, so that students can recognize them and seek assistance. She also reported that the Senate is now larger than it’s ever been, and that they registered about 110 new voters on October 18.</li> <li>• Curriculum Committee – Laurie Huffman reported that the Curriculum Committee approved: “Intro to Criminal Investigation” course, two online courses, four certificates, three Liberal Arts programs (retroactively), and the Business Administration Associate Transfer degree.</li> </ul>	
<p><b>NEXT MEETING:</b> November 14, 2012 ~ 2:00 – 4:00 p.m. in CO-420</p>		