

**LOS MEDANOS  
COLLEGE**

## **Shared Governance Council**

## **MINUTES**

March 25, 2020

2:00 - 4:00 p.m., via Zoom

MEMBERS PRESENT: Nicole Almassey, Josh Bearden, Thyra Cobbs, Louie Giambattista, Natalie Hannum, Susie Hansen, Bob Kratochvil, Carlos Montoya, Carla Rosas.

OTHER ATTENDEES: Ryan Hiscocks, Chialin Hsieh, Sabrina Kwist (presenters); Nikki Moultrie, Jinpa Tharchin, Jordyn Toscano, Paul West, Catt Wood, Nancy Ybarra (guests); Jennifer Adams (support).

| Item #                 | Topic/Activity  | Handouts/ References  | Action(s)                |
|------------------------|---|---|--------------------------|
| <b>STANDING ITEMS:</b> |   |   |                          |
| 1.                     | <b>Public Comment – N/A</b><br>Susie Hansen shared that she welcomed a new grandchild, and the SGC members offered congratulations.   |   |                          |
| 2.                     | <b>Welcome</b><br>President Kratochvil welcomed everyone to the meeting and asked the attendees to introduce themselves   |   |                          |
| 3.                     | <b>Review</b> <ul style="list-style-type: none"> <li>Agenda for March 25<sup>th</sup><br/>SGC approved the amended meeting agenda, with the ADT moved up as the first item presented. <i>MSC: Hansen/Giambattista. Yeas – Almassey, Cobbs, Delgado, Giambattista, Hannum, Hansen, Lewis, Montoya, Rosas; Nays – N/A; Abstentions – N/A.</i></li> <li>SGC amended and approved the agenda a second time, to move up the SEA item as the second presentation. <i>MSC: Almassey/Cobbs. Yeas – Almassey, Cobbs, Delgado, Giambattista, Hannum, Hansen, Lewis, Montoya, Rosas; Nays – N/A; Abstentions – N/A.</i></li> <li>Notes from February 12, 2020<br/>The February 12<sup>th</sup> notes were reviewed as an informational item.</li> <li>Minutes (draft) from February 26, 2020<br/>The minutes from February 26<sup>th</sup> were approved. <i>MSC: Almassey/Rosas.</i><br/><i>Yeas – Almassey, Cobbs, Giambattista, Hannum, Hansen, Montoya, Rosas; Nays – N/A; Abstentions – Bearden.</i></li> </ul>   | Agenda approved   |                          |
| 4.                     | <b>Old Business</b>   |   | 2/26/20 minutes approved |
| 4a.                    | <b>LMC Mission, Vision &amp; Values Statements</b> <ul style="list-style-type: none"> <li><b>Draft Mission Statement</b><br/>President Kratochvil provided a brief recap of the Mission Statement review process, including the various opportunities the campus community had to provide input (e.g. two College Assembly meetings and a college-wide survey), and explained that the goal today is to reach consensus on a draft to be sent forward to the three Senates. The SGC members endorsed draft #1: Los Medanos College provides all students with equitable access to educational opportunities and support resources that empower them to achieve their academic and career goals in a diverse and inclusive learning environment. <i>MSC: Bearden/Hansen. Yeas – Bearden, Cobbs, Giambattista, Hannum, Hansen, Montoya, Rosas; Nays – N/A; Abstentions – Almassey.</i> President Kratochvil asked the Senate presidents to place the Mission on the agendas for their upcoming meetings.</li> <li><b>Vision and Values Feedback from College Assembly</b><br/>President Kratochvil reviewed the Vision and Values presentation from the March 2<sup>nd</sup> College Assembly, including the group activity that generated the list of Values themes: Excellence, Equity, Opportunity, Engagement, Support, Adaptive, Transformative Learning, Respect, Success, Community, Innovation, Sustainability, Student-Centered, Responsive, Critical Thinking, Diversity, Collaboration, Empowerment, Communication, Belonging, and Cooperation. The SGC discussion included comments/suggestions about: omitting “belonging” and “cooperation” (as those concepts are covered by “collaboration” and “engagement”); the overlap between some of these themes and wording in the Mission; and how the Mission, Values, and Vision should align (but not be duplicative). SGC also reviewed a draft Vision Statement: Los Medanos</li> </ul> | <a href="#">Mission, Vision &amp; Values</a><br><a href="#">College Assembly PPT (9/30/19)</a><br><br><a href="#">College Assembly PPT (3/2/20)</a><br><br><a href="#">Mission, Values &amp; Vision PPT (3/25/20)</a> | Draft Mission endorsed   |

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|     | <p>College will be a leader in providing innovative, dynamic, and equitable educational experiences, support services, and career opportunities that empower students and transform our community. SGC's discussion/feedback included: the draft attempts to cover too much (i.e. "kitchen sink"); eliminate references to "support services" and "career opportunities," which are in the Mission; and finding a way to incorporate "transformation." Two additional draft Visions were put forward by SGC members:</p> <p>"Los Medanos College will be a leader in providing innovative, dynamic, and equitable educational opportunities (or experiences) that empower students to transform our community."</p> <p>"Los Medanos College will lead the transformation of our community (or communities) by providing innovative, dynamic, and equitable educational experiences (or opportunities) that empower students."</p> <p>The President's Office will send SGC a one-page document outlining the draft Mission, Values, and Vision Statements, so they can view/compare all of them and discuss further at the next meeting.</p>  |  |  |
| 4b. | <p><b>SGC Sub-Committees</b></p> <ul style="list-style-type: none"> <li><b>Strategic Enrollment Management (SEM) Committee Recommendation</b></li> </ul> <p>Vice President Montoya shared that, at its last meeting, SEM voted on two items: SEM areas of focus; and becoming an advisory group (and no longer a sub-committee of SGC). The areas of focus were narrowed to four: 1) strategic scheduling; 2) integrated student support and retention; 3) curriculum analysis; and 4) distance education. The motion passed, with 10 "yes" votes and 4 "abstentions." The abstention votes were from faculty reps who wanted an opportunity to discuss the topic at Academic Senate before casting their votes.</p> <p>The vote on switching to an advisory group also passed, with 14 "yes" votes, 2 "no" votes, and 2 "abstentions. SGC discussed the rationale behind the change, as well as the implications and impact. It was suggested that an alternate solution could be retaining the SEM membership as-is, but only identifying certain reps as voting members. There was also dialogue about whether SEM could be changed to a non-Brown Act body, based on the provisions of the Brown Act. It was noted that, the designation of SEM as a Brown Act body is because of its reporting relationship to SGC (per the legal opinion provided to the District) – not by way of SEM's function or charge. Another point expressed was that this change is not about trying to avoid complying with the Brown Act, but making the determination that SEM is an advisory/operational group (based on its work) rather than a sub-committee of SGC. Although it wasn't initially realized when SEM was established, the committee has had discussions about its work being more short-term than ongoing: once the SEM plan is developed, the work of implementation would happen across the institution (not coordinated/led by the committee). Additionally, as with the Safety Committee – which has been changed to an operational group – if SEM becomes an advisory/operational group, it would still operate under the spirit of the Brown Act (e.g. sending out campus-wide reminders and agendas, holding open meetings, etc...). In the interest of time, President Kratochvil asked Vice President Montoya to have SEM discuss the topic further at their next meeting, then provide an update at an upcoming SGC meeting.</p> |  |  |
| 5.  | <p><b>New Business</b></p> <p>5a. <b>Student Equity and Achievement (SEA) Program</b></p> <p>Dr. Sabrina Kwist, Dean of Equity &amp; Inclusion, presented a PPT on SEAP – which is the integrated version of what was formerly 3SP, BSI, and SEP – and provided an overview of the program, its budget, 2019-22 goals for LMC, and activities funded. LMC's budget for SEAP is approximately \$3.3M: about \$2.9M is the amount committed to salaries for this fiscal year; there was a \$1.2M carry-over from 2018-19, mostly from vacancy savings that can be used for "big ideas"; for 2018-19, approximately 16% of LMC's SEAP budget was utilized for professional development. Dean Kwist highlighted some of the SEAP-funded activities, such as: support for faculty to coordinate AB 705 implementation; online/drop-in tutoring; book loan and fee textbook programs; and learning community activities. SEAP is also being embedded throughout the institution to achieve the "Vision for Success" goals, by way of equity data priorities (GP, SEM), decision-making for resource allocations, assessment, and ultimately equitizing the College. In response to SGC questions, Dean Kwist clarified that LMC does not have a "SEAP Committee," as there were previously advisory groups/committees for 3SP, BSI, and SEP. Those groups were initially used to develop the plan and identify funded activities. For the most part, those activities have continued and the budgets "rolled over" into SEAP. Aside from those ongoing funds, any remaining dollars flow through RAP.</p>  | <p><a href="#">SEAP presentation</a></p> |  |

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| 6. | <b>Budget Update (standing item)</b> – N/A   |   |                   |
| 7. | <b>Accreditation (standing item)</b> <ul style="list-style-type: none"> <li><b>ACCJC Annual Report</b><br/>Chialin Hsieh, Senior Dean of Planning &amp; Institutional Effectiveness (PIE) displayed and reviewed LMC's 2020 ACCJC Annual Report, which is posted on the Office of PIE webpage. She highlighted the report information on Institution-Set Standards, and noted that the info aligns with the College's Institutional Self-Evaluation Report.</li> </ul>   | <a href="#">2020 Annual Report</a>  |                   |
| 8. | <b>Curriculum (standing item)</b> <ul style="list-style-type: none"> <li><b>New Instructional Program Proposal – Associate of Science Degree in Law, Public Policy &amp; Society for Transfer</b><br/>Ryan Hiscocks, who developed this degree with Edward Haven, provided an overview of the program proposal, which had been provided to SGC in advance. He noted that, while developing the degree, they reviewed it with counselors, part-time faculty, and many people/groups they thought could provide input and/or be impacted by it. Mr. Hiscocks also shared that the proposal had already been approved by the Academic Senate. SGC inquired about the proposal's reference to the need for additional staffing (reassigned time). It was clarified that: any request for reassigned time (or additional resources) would occur through the separate, established processes; and a "yes" vote on the proposal by SGC would only address the degree itself, not any resources (e.g. staffing or operating budget). SGC also commented on the prospective benefits/opportunities that this degree presents for students, as it creates/strengthens a pipeline by: aligning with a program at one of LMC's local high schools, aligning with the transfer model curriculum for CSU, and possibly serving as a retention option ("safety net") for students who may start out pursuing other programs. SGC approved the program proposal for the Associate of Science Degree in Law, Public Policy &amp; Society for Transfer (degree only, no budget). <i>MSC: Bearden/Giambattista. Yeas – Almassey, Cobbs, Delgado, Giambattista, Hannum, Hansen, Lewis, Montoya, Rosas; Nays – N/A; Abstentions – N/A.</i></li> </ul> | <a href="#">Program Proposal for Law, Public Policy &amp; Society ADT</a> | Proposal approved |
| 9. | <b>Updates &amp; Announcements/Constituency Reports:</b> <ul style="list-style-type: none"> <li>President Kratochvil talked briefly about the budget, noting that – with the public health emergency – revenues are down across the state. More info will be forthcoming, but it is likely that the College/District will need to take prudent measures. He reminded the group that the Governing Board will be meeting via Zoom this evening. Lastly, he thanked everyone for their extraordinary efforts over the last several weeks.</li> <li>Academic Senate: no report (rep had already signed off from the meeting).</li> <li>Classified Senate: Nicole Almassey reported that the Senate held its first Zoom meeting with about 22 participants. The meeting included a presentation on the ACCJC Annual Report, a discussion on what remote elections would look like, and an update on the postponement of the Chancellor search.</li> <li>Student Senate: Thyra Cobbs stated that LMCAS hasn't met via Zoom yet. She noted that Student Life has been very busy with – and doing great work on – the Food Pantry. From a student perspective, Ms. Cobbs shared that the online transition has been "really weird"; she added that, as someone who is involved in different departments, she sometimes receives inconsistent messages about what's happening at the College.</li> <li>Management Team: no report.</li> <li>Curriculum: no report.</li> <li>Other: no report.</li> </ul>   |   |                   |
| 10 | <b>Community College Items of Interest: Legislation, Research &amp; Best Practices</b> – N/A   |   |                   |
| 11 | <b>Campus Communication: Actions &amp; Notable Items to Report from SGC</b><br>SGC members were asked to share with their respective constituency groups that: the Mission Statement received preliminary SGC endorsement and being sent to the Senates for review/approval; and the Law, Public Policy & Society ADT program proposal was approved.   |   |                   |
| 12 | <b>Adjournment</b> – The meeting adjourned at 4:08 p.m.  |   |                   |