

LOS MEDANOS  
COLLEGE

**Shared Governance Council**

**NOTES**

February 12, 2020  
2:00 - 4:00 p.m., L-109

MEMBERS PRESENT: Nicole Almassey, Robert Delgado, Louie Giambattista, Natalie Hannum, Bob Kratochvil, Carlos Montoya.  
OTHER ATTENDEES: Julie Von Bergen (presenter); Westin Hopkins (guest/student reporter); Jennifer Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
<b>STANDING ITEMS:</b>			
1.	<b>Public Comment – N/A</b>		
2.	<b>Welcome</b> President Kratochvil welcomed everyone to the meeting, including a guest observer from The Experience.		
3.	<b>Review</b> <ul style="list-style-type: none"> <li>• Agenda for February 12<sup>th</sup> – SGC reviewed the meeting agenda (no quorum for approval).</li> <li>• Minutes (draft) from December 11, 2019 – The minutes from December 11<sup>th</sup> were reviewed (no quorum for approval).</li> </ul>		
4.	<b>Old Business</b>		
4a.	<b>LMC Mission Statement Review Process</b> President Kratochvil displayed a PPT that summarized the review process thus far and culminated in several draft Mission Statements, including: ACCJC Standard I “requirements”; questions from LMC’s Mission Statement survey; the most prominent themes emerging from the survey; draft Mission sentences developed by Diane White (based on the identified themes); and draft Mission Statements for SGC’s consideration (options A, B, C & D). SGC’s feedback included: support for Options C & D; in D, striking “and success for all”; in C, changing “complete” to “achieve”; consensus to omit A & B as options to pursue further. The group was comfortable having Jennifer wordsmith C & D, based on SGC’s suggestions, and bringing those to the next meeting for agreement/action.	<a href="#"><u>Mission, Vision &amp; Values College Assembly PPT (9/30/19)</u></a>	
4b.	<b>Review of Shared Governance Materials</b> President Kratochvil explained that this item resulted from recent SGC discussions around some confusion/conflation on campus re: the Brown Act and parliamentary procedures. He displayed/reviewed the Brown Act, noting that it is applicable to the Senates, SGC, and its sub-committees. Some groups have looked into becoming operational or advisory (no longer an SGC sub-committee), which would result in no longer being subject to the Brown Act; Safety Committee has already been approved as operational, and SEM is exploring being advisory. Parliamentary procedures outline the principles by which business is conducted during a meeting (i.e. in a civil manner). SGC and its sub-committees are required to adhere to the provisions of the Brown Act, but are not obligated to abide by parliamentary procedures. Regarding the Brown Act parameters – several committees recently publicized a Zoom option to expand participation, however that doesn’t comply with the Brown Act guidelines for teleconference meetings. In order to do so, the teleconference site(s) address has to be published on the agenda and made accessible to the public. President Kratochvil wrapped up the discussion by reminding the group of a campus-wide Brown Act training that SGC sponsored several years ago, and wondered if people would be interested in another such session. SGC was supportive of the idea, suggesting that it could be held: in the Fall (when committees are getting underway with new members): and possibly during a joint meeting of the Senates and/or an SGC meeting slot (like last time).	<a href="#"><u>The Brown Act</u></a>	
5.	<b>New Business</b>		
5a.	<b>Guided Pathways: Scale of Adoption Self-Assessment Report</b> Julie Von Bergen provided an overview of the Guided Pathways (GP) Report, which had been sent to SGC in advance. She explained that the report is just intended to be reviewed by the GP regional coordinator, who will offer feedback; it is not intended to be used for evaluative purposes (by CCCCCO). In the narrative, members of the campus community are intentionally referred to by their first name; because it is for use as an internal document, the idea was to capture institutional history/knowledge (in case people have questions later). The GP funds have to be spent by June 2022, with the last disbursement to come in March 2022. Since SGC did not have a quorum, this will be placed on the next agenda as an action item, which should still be within the submission deadline for the report (March 1).	<a href="#"><u>GP Report</u></a>	

	<p><b>5b. LMC Planning Calendar – Key Dates</b>  President displayed/reviewed a planning calendar developed by the Office of Planning &amp; Institutional Effectiveness. The calendar includes key dates through December 2020 for:</p> <ul style="list-style-type: none"> <li>• Accreditation – The ISER is planned for completion this semester, with Governing Board action in June; the external visit will occur October 5-8. President Kratochvil asked people not to schedule vacations during the visit period.</li> <li>• Educational Master Plan (EMP) – There are upcoming Forums scheduled for College Assembly, students, and the community; there will also be a presentation at Fall Opening Day.</li> <li>• Program Review – Theme reports will be developed for review by various committees and SGC. Natalie Hannum suggested that, in order to ensure all members of a department are familiar with their Program Review (in case approached during the Site Visit), each manager route a copy of the Program Review document through all department personnel (with sign-off required).</li> </ul> <p>He closed by expressing kudos and thanks to Chialin Hsieh and BethAnn Stone for organizing/overseeing these efforts.</p>	<a href="#">Planning Calendar</a>	
6.	<p><b>Budget Update</b> (<i>standing item</i>)  Vice President Montoya distributed and reviewed a handout (put together by the District Office) entitled, “Governor’s Budget Proposal for FY 2020-21. The document outlines: the impact of the proposed Governor’s Budget on our District and the “hold harmless” clause; COLA; growth funding; and deferred maintenance.</p>		
7.	<p><b>Accreditation</b> (<i>standing item</i>) – no items</p>		
8.	<p><b>Curriculum</b> (<i>standing item</i>) – no items</p>		
9.	<p><b>Updates &amp; Announcements/Constituency Reports:</b></p> <ul style="list-style-type: none"> <li>• President Kratochvil: The VPI recruitment closed on Monday, and paper-screening will soon commence. Screening interviews begin the week of March 16, and open forums will be held the week after Spring Recess.</li> <li>• Academic Senate: no rep present for announcements (had to depart early).</li> <li>• Classified Senate: Nicole Almassey shared that the call went out for “Classified of the Year” nominations, and the scholarship deadline is next week. The Senate has 4 open positions for its elections: President, Treasurer, and 2 Council seats. The Crab Feed is planned for March 14 (5:00 – 9:00 p.m.), with location TBD. The Senate participated in the EEO survey. To prevent report-outs at Classified Senate meetings from getting too long, they are recommending that committee reps adopt SGC’s “campus communication” approach by sharing only 1-3 items each. Following the posted results of the EMP “SOAR” survey, Ms. Almassey asked that the PIE office disseminate figures by percentage (not just the raw numbers).</li> <li>• Student Senate: no rep present at meeting.</li> <li>• Management Team: no report.</li> <li>• Curriculum: no report.</li> <li>• Other: N/A.</li> </ul>		
10.	<p><b>Community College Items of Interest: Legislation, Research &amp; Best Practices</b> – N/A</p>		
11.	<p><b>Campus Communication: Actions &amp; Notable Items to Report from SGC</b> – N/A</p>		
12.	<p><b>Adjournment</b> – The SGC meeting adjourned at 3:35 p.m.</p>		