

LOS MEDANOS
COLLEGE

Shared Governance Council

MINUTES

October 27, 2021

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

MEMBERS PRESENT: R. Anicetti, B. Kratochvil, M. Lewis, M. Lynn, C. Montoya, A. Nogarr, B. Stone, I. Sukhu, L. Velazquez.

OTHER ATTENDEES: LD Green, C. Hsieh (presenters); L. Cano, A. Martinez, S. Montemayor Lenz, J. Tharchin; J. Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	Welcome – President Kratochvil welcomed all of the SGC members, presenters, and guests to the meeting.		
2.	Public Comment: Dr. Sally Montemayor Lenz screen-shared the Guided Pathways flyer, which has already been reviewed by the Senates and received much input. This item will on the agenda for SGC’s November 10 and December 8 meetings.		
3.	<p>Review</p> <ul style="list-style-type: none"> • Agenda: President Kratochvil reviewed the agenda with SGC, and asked that item # 8 be moved up to accommodate the presenter’s schedule. SGC approved the agenda as amended. <i>MSC: R. Anicetti/B. Stone. Yeas – Anicetti, Lewis, Montoya, Nogarr, Stone, Sukhu, Velazquez; Nays – N/A; Abstentions – N/A.</i> • Minutes (draft) from October 13, 2021: SGC approved the minutes from the October 13th meeting. <i>MSC: A. Nogarr/I. Sukhu. Yeas – Anicetti, Montoya, Nogarr, Sukhu, Velazquez; Nays – N/A; Abstentions – Lewis, Stone.</i> 		<p>Agenda approved</p> <p>10/13/21 Minutes approved</p>
4.	Old Business		
4a.	<p>Assembly Bill (AB) 361 – Virtual Meetings During a State of Emergency</p> <p>As a follow-up to SGC’s lengthy discussion last meeting, President Kratochvil reported that the Governing Board had passed a resolution to continue the option of holding virtual meetings. That resolution is supposed to extend to the Brown Act bodies at the three colleges, and he expected that by now there would have been a district-wide email explaining the resolution (because he had requested the email be sent, and was told it would happen). On a related note, and also an item discussed at the last SGC meeting, is the question of which college entities are subject to the Brown Act. The Chancellor has asked for an updated legal opinion on that, and may be waiting to send out the AB 361 info until the former is addressed. In response to a question about when LMC will resume in-person meetings, President Kratochvil noted that some groups have already resumed in-person or hybrid/flex meetings. He added that AB 361 doesn’t require virtual meetings, but continues the option of teleconference meetings (i.e. the continued relaxation of the Brown Act’s teleconference requirements).</p>	<p style="text-align: center;"><u>AB 361</u></p> <p style="text-align: center;"><u>4CD Board Resolution (10/13/21, No. 18E)</u></p>	
5.	New Business		
5a.	<p>Student Enrollment Intent & Preferences for Spring 2022 – Survey Results</p> <p>Senior Dean Hsieh displayed the report from the District survey of student preferences for Spring 2022. All three colleges administered the survey this Fall, in order to assist with planning for Spring 2022; a similar survey was conducted last Spring, in preparation for Fall 2021. The survey included questions regarding students’ preferred modality for classes and support services, as well as their thoughts about the District’s vaccination mandate. The target populations for this survey were students currently enrolled in Fall 2021 and those who had applied for Spring 2022. Approximately 1,400 LMC students participated in the survey, and we typically get about 400 respondents for a student survey.</p> <p>Dr. Hsieh reviewed the student survey data/results, including: an overview of respondent demographics; vaccination status; enrollment plans for Spring 2022; whether a decision not to enroll or only enroll in online activities is due to the District’s vaccination mandate; preferred modality; method/modality for course areas; and knowledge level about support services and resources. She noted that the data are helpful to conversations related to Guided Pathways and OER, and Dean Nogarr added that it is also helpful for working with faculty to develop the class schedule. Rachel Anicetti noted that the data will also be used by Student Services to work on aligning support services with class schedules/offerings. SGC discussed the survey results, including: the need to pair these data with data on student success and retention; the importance of having the context for these data (e.g. demographics of respondents, exploring ways to also administer the survey in fact-to-face classes (not just as an online survey); and framing low success rates in online classes as an indicator that we (as a College) need to do better/find ways to help all students be successful online. Dr. Hsieh briefly displayed/reviewed a presentation</p>	<p style="text-align: center;"><u>Survey Report – Student Preferences for Spring 2022</u></p>	

	<p>previously shared at Opening Day and at an earlier SGC meeting: “Success Rate – Modality by Semester.” The data included course enrollment by modality, course completion, and success rates before the pandemic (Fall 2017, 2018 & 2019) and during the pandemic (Fall 2020). According to the survey results, pre-pandemic success rates were about 88% for face-to-face classes and about 66% for online. During the pandemic, those figures increased to approximately 94% success rate for face-to-face and 71% for online; in terms of modality and success rate, this info is similar to the other two colleges. Dr. Hsieh concluded by explaining that these survey results are publicly available on our website.</p>		
6.	<p>Budget Update Vice President Montoya explained that the Business Office wasn’t able to do the preliminary review/”filtering” that was discussed at the last SGC meeting, so he has brought forward the full Budget Request Database (BRD) to SGC. He displayed/reviewed the BRD information, which had been provided to the SGC members in advance of the meeting: total of amounts requested (one-time funding, base funding); amounts requested by unit area (Administrative units, Instructional units, Student Services units); the Brentwood Center proposal from 2019-20; and available funding sources (HEERF, instructional support, general fund). VP Montoya noted that a few of the proposals listed in the BRD may need an update/further input from the authors. SGC discussed the previously identified priority categories for RAP, available funding (likely one-time, not ongoing), the deficit, and how categorical programs review the BRD periodically (or at any time) to identify proposals they may be able to fund. Several individuals volunteered and/or indicated interest in working with the Business Office to conduct the preliminary review of proposals: BethAnn Stone, Irene Sukhu, Aprill Nogarr, and Luisa Velazquez. President Kratochvil explained that it would be ideal to have representatives from each of the constituency groups participate in the preliminary review. Mark Lewis stated that he would put out a call to faculty for volunteers, as he isn’t able to participate.</p>	<p>RAP Review Summary</p>	
7.	<p>Accreditation (<i>standing item</i>) President Kratochvil reminded everyone that the virtual Follow-Up Visit will be held next week, November 2-3. Because all of ACCJC’s compliance requirements dealt with the District, most of the visit meetings will involve District Office personnel and/or the Governing Board. However, President Kratochvil noted that the constituency group leaders – including several SGC members – who signed the Follow-Up Report have been invited to attend one of the meetings with reps from the Visit Team. His recommendation was that the attendees re-read the report in advance of the meeting, so that it would be fresh in their minds.</p>	<p>Accreditation 2020</p>	
8.	<p>Curriculum – New Certificates, Degrees & Programs</p> <ul style="list-style-type: none"> • New Instructional Program Proposal (Phase 1): Creative Writing Certificate LD Green displayed and reviewed the Creative Writing Certificate proposal (Phase 1), which had already been approved by the Academic Senate. Other faculty involved in developing the certificate proposal include Sara Toruno-Conley, Marci Lapriore, Nicole Warlich, and Dabney Lyons. LD noted that a number of transfer institutions offer a Creative Writing Major (e.g. SFSU, UC Berkeley, UC Davis, UC Santa Cruz, UC Irvine, Mills College, and California College of the Arts), so it would be beneficial for LMC English majors transferring to those schools to also have the Creative Writing certificate. Currently, there isn’t a Creative Writing certificate offered within our district; the certificate is offered at several Bay Area districts/colleges, including Chabot-Las Positas, CCSF, and DeAnza. Morgan Lynn added that an LMC student would be able to complete this certificate in the process of completing the GE pattern, so it will be accessible to a lot of students. During the presentation and subsequent dialogue, it was noted that there are approximately 180 LMC students majoring in English. It was also noted that, as part of SGC’s review of new instructional program proposals, it would be helpful going forward if the forms/process included information about the number of students who will potentially be impacted/involved. This proposal will be an action item on the agenda for SGC’s next meeting. 	<p>Creative Writing Certificate proposal</p>	
9.	<p>COVID-19 Public Health Emergency President Kratochvil reminded the group that the November 1st deadline for the District’s vaccination mandate is approaching. Mark Lewis shared that he has gotten questions from faculty about whether data on reported COVID-19 exposure/cases at the College/District will be made available. He noted that some other colleges publish institutional-level data on their websites, without creating any privacy issues. President Kratochvil explained that all of the COVID data is managed/held at the District Office and, as many already know, the District has a process in place for how cases are reported, for the communication flow, and for notifying those possibly exposed. He has inquired about having that data available online by college and potentially by constituency group, and he is awaiting a response from District Office.</p>	<p>4CD COVID-19 Info LMC COVID-19 Updates LMC Online Resources</p>	

10	<p>Updates & Announcements/Constituency Reports – In the interest of time, the all of the constituency group reps passed on sharing updates.</p> <ul style="list-style-type: none"> • President Kratochvil wanted to use his report-out to reiterate what has been expressed many times since the pandemic began, regarding how hard everyone has worked – and continues to work – to support students. He recognizes the sheer volume of work and the impact that it has on employees and departments, and he wanted to publicly acknowledge and thank everyone for their incredible • Academic Senate – Mark Lewis reported that the Academic Senate met one time since the last SGC meeting. They approved the Creative Writing certificate and agreed to essentially leave the bulk of the Guided Pathways work to SEM and SGC, with the understanding that the Senate will be kept in the loop/involved whenever there are changes. Lastly, he was elected as the new Senate president. • Classified Senate – BethAnn Stone shared that, at its last meeting, the Classified Senate: reviewed a draft of the Senate mission and made revisions; developed a fundraising committee, and has put together a fun-run that can be done virtually; and had a presentation on Guided Pathways and robust dialogue regarding Success Teams (e.g. what that will look like and how it will affect classified professionals). In closing, she reported that – based on the Senate bylaws – she will remain as interim president until the end of the academic year. • LMCAS – Luisa Velazquez stated that LMCAS is working very hard to have a full Executive Board, and she believes that they have about 16 Senators in place now. At their last meeting, LMCAS passed a motion to give out Halloween goodie bags to help boost student engagement. She also shared that she attended the Student IMPACT Leadership Conference and participated on a student panel. • Management Team – no report • Curriculum – Morgan Lynn shared that the Curriculum Committee is doing well and processing items. Later in the semester, she will have more procedural information to share with SGC. 		
11	<p>Community College Items of Interest: Legislation, Research & Best Practices [no items]</p>		
12	<p>Campus Communication: Actions & Notable Items to Report from SGC President Kratochvil noted that there were several items for SGC members to share with their respective constituency groups, including: a first-read of the Creative Writing Certificate, which will be an action item at the next meeting; data on students’ preferences for Spring 2022, with discussions about the importance of/need to look at additional data elements (e.g. success rates), determining which offerings best meet student needs, and aligning support services with class schedules; and that SGC is beginning its review of the BRD and RAP proposals/priorities.</p>		
13	<p>Adjournment – SGC agreed, by consensus, to adjourn the meeting at 4:01 p.m. <i>MSC: Stone/Sukhu.</i></p>		Meeting adjourned