

LOS MEDANOS COLLEGE

Shared Governance Council

MINUTES

April 10, 2024

2:00 - 4:00 p.m., In Person (L-109 & BRT-135) and via Zoom

MEMBERS PRESENT: R. Anicetti, W. Cruz, L. Giambattista, M. Lapriore, H. Montecillo, C. Montoya, P. Ralston, C. Reyes, G. Villegas

OTHER ATTENDEES: N. Friend (Zoom), R. Osburn (Zoom), R. Pedersen, I. Zildzic [presenters]; C. Craig-Huddleston [guest]; J. Adams [support].

Item #	Topic/Activity	Handouts/ References	Action(s)																				
STANDING ITEMS:																							
1.	Welcome – President Ralston welcomed everyone to the SGC meeting.																						
2.	Public Comment – N/A																						
3.	Review <ul style="list-style-type: none"> Agenda: President Ralston explained that she, several members, and a guest presenter would have to depart early for the 4CD Tenure Reception at District Office, so she'd like to move up two action items on the agenda (TLC Position Paper and Monday Meeting Calendar). SGC approved the 3/27/24 agenda, as amended. <i>MSC: R. Anicetti/G. Villegas. Yeas – R. Anicetti, W. Cruz, M. Lapriore, H. Montecillo, C. Montoya, C. Reyes, G. Villegas; Nays – N/A; Abstentions – N/A.</i> Minutes: SGC approved the minutes from the March 27th meeting. <i>MSC: R. Anicetti/G. Villegas. Yeas – R. Anicetti, W. Cruz, M. Lapriore, H. Montecillo, C. Montoya, C. Reyes, G. Villegas; Nays – N/A; Abstentions – N/A.</i> 		Agenda approved 3/27/24 minutes approved																				
4.	Budget Update <ul style="list-style-type: none"> Resource Allocation Process (RAP) – Spring 2024 Cycle <p>Vice President Montoya displayed/reviewed a summary of the Spring 2024 RAP request totals, by area. He noted that the document was sent to SGC just prior to the meeting today, along with the Budget Request Database (BRD) spreadsheet of all requests.</p> <table border="1"> <thead> <tr> <th>UNIT</th><th>ONGOING</th><th>ONE-TIME</th><th>TOTAL</th></tr> </thead> <tbody> <tr> <td>Administrative</td><td>328,826</td><td>-</td><td>328,826</td></tr> <tr> <td>Instructional</td><td>616,152</td><td>1,102,669</td><td>1,718,821</td></tr> <tr> <td>Student Services</td><td>361,155</td><td>100,000</td><td>461,155</td></tr> <tr> <td>Total</td><td>1,306,133</td><td>1,202,669</td><td>2,508,802</td></tr> </tbody> </table> <p>Rachel Anicetti reported that the RAP sub-group had already met twice and, based on their initial review, identified the number of proposals (and requested amounts) that appear to be eligible for the available funding sources. At their next meeting, the sub-group will begin the actual review/rating of proposals; they will bring forward their recommendations to the April 24 SGC meeting.</p>	UNIT	ONGOING	ONE-TIME	TOTAL	Administrative	328,826	-	328,826	Instructional	616,152	1,102,669	1,718,821	Student Services	361,155	100,000	461,155	Total	1,306,133	1,202,669	2,508,802	RAP Summary Budget Request Database	
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5.	Old Business																						
6a.	Facilities Master Plan (FMP) – Draft VP Montoya, Ines Zildzic (4CD Vice Chancellor of Facilities & Construction), and Nicole Friend (Steinberg Hart) provided an overview of the draft Facilities Master Plan. The presentation included: information about development of the FMP, including opportunities for college-wide input; the themes and “Big Ideas” that emerged throughout the process; data and analysis on existing conditions and space utilization at the Pittsburg Campus; an assessment of the College Complex; details on “Option 1” and “Option 2” (e.g. estimated construction costs, key takeaways for each option, etc.); phasing for proposed projects (“Group A” and “Group B”); an aerial map of the Pittsburg Campus identifying “Group A” projects; opportunity areas at the Brentwood Center; and next steps to the final version of the FMP. The first hour of the upcoming College Assembly (April 15) will focus on the FMP.	Draft FMP																					

6a.	TLC Position Paper (revised) President Ralston welcomed back Randi Osburn to provide an overview of the updates incorporated into the revised TLC Position Paper since the last SGC meeting, including: a revised membership list (correcting job titles); and, under “Charges” and “Chair Responsibilities,” adding a reference to coordinating with the Learning Student Outcomes (LSO) Group. SGC discussed the changes outlined in the Position Paper: the proposed revisions were shared with the Student Services Leadership Team, who agreed that the LSO Group isn’t the Student Services equivalent to TLC and is an operational group that works on designing learning outcomes; consider holding off on significant changes to TLC until the Participatory Governance Task Group presents their recommendations; perhaps wait to make changes until the Academic Senate has upcoming presentation and provides feedback on the Accreditation Standards related to assessment; if appointed Student Services reps don’t regularly attend TLC meetings, then why not address that and/or get new reps (rather than restructure TLC to exclude Student Services). It was suggested that SGC could take action on the entire Position Paper, vote on only the revised membership and/or new meeting schedule (two meetings per month), or take no action at this time. SGC approved the revised TLC membership and meeting frequency. MSC: C. Reyes/M. Lapriore. Yeas – Cruz, Lapriore, Montecillo, Reyes, Villegas. Nays – Anicetti, Montoya. Abstentions – N/A.	TLC Position Paper (new draft)	Updated TLC membership and meeting frequency approved
6a.	Draft Monday Meeting Calendar for 2024-25 Cesar Reyes and Louie Giambattista reported that their respective Senates weren’t able to review the draft Monday Meeting Calendar during their last meetings. President Ralston explained that, with two meetings remaining this semester, SGC could defer taking action on the Monday Meeting Calendar to April 24, allowing more time for review/input by the constituency groups.	Draft 2024-25 Calendar	Deferred to next meeting
6.	New Business		
6a.	English Department Statement on Belonging and Innovation Due to time constraints, this item was deferred to the next meeting.	English Department statement	Deferred to next meeting
7.	Accreditation (standing item) Senior Dean/ALO Ryan Pedersen provided an overview of the Midterm Report that outlined: a review of the development process; responses to the sections of the Report template; themes around major improvements identified; reflections on Institution—Set Standards; reflections on assessments of student learning; a review of student achievement metrics and disaggregated metrics data; looking ahead to the next Accreditation self-evaluation and comprehensive review/visit, and related general themes; and next steps toward finalizing the Midterm Report (e.g. linking evidence, editing for redundancy and consistent voice, adding visuals/graphics as needed). The Midterm Report will be a second-read/action item on SGC’s April 24 agenda.	Midterm Report (1st draft) Midterm Report PPT (1st read)	
8.	Curriculum: New Instructional Program Proposals [no items]		
9.	Updates & Announcements/Constituency Reports <ul style="list-style-type: none"> • President Ralston – no report • Academic Senate – no report • Classified Senate – no report • LMCAS – no report • Curriculum – no report • Management Team – no report • Other – Cesar Reyes shared that the new Art Gallery show opens tomorrow, and the reception will be held next week. 		
10.	Community College Items of Interest: Legislation, Research & Best Practices SGC members were encouraged to review the info provided regarding the state budget and share it with their constituency groups.		
11.	Campus Communication: Actions & Notable Items to Report from SGC Members should share with their respective constituency groups that SGC: approved the new membership list and meeting frequency for the Teaching & Learning Committee (TLC); had presentations on the draft Facilities Master Plan and draft Midterm Report; received an update on RAP, including a summary of Spring 2024 proposals; and deferred the agenda items for the draft 2024-25 Monday Meeting Calendar and the English department statement on belonging.		
12.	Adjournment SGC adjourned the meeting at 3:55 p.m. by consensus. MSC: C. Reyes/G. Villegas.		Meeting adjourned