

LOS MEDANOS COLLEGE

Shared Governance Council

MINUTES

August 28, 2024

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

MEMBERS PRESENT: R. Anicetti, C. Craig-Huddleston, C. Montoya, P. Ralston, I. Sukhu.

OTHER ATTENDEES: J. Casey [presenter]; P. Gunder, S. Woltz [guests]; J. Adams [support].

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	Welcome – President Ralston welcomed everyone to the first SGC meeting of 2024-25. She noted that several members are absent today, and that there are several new vacant slots resulting from others stepping away to take on new responsibilities.		
2.	Public Comment – N/A		
3.	Review <ul style="list-style-type: none"> Agenda: SGC reviewed the 8/28/24 agenda. The membership list at the top of the agenda was updated to reflect recent changes. SGC approved the agenda, as amended. <i>MSC: I. Sukhu/C. Montoya. Yeas – R. Anicetti, C. Craig-Huddleston, C. Montoya, I. Sukhu; Nays – N/A; Abstentions – N/A.</i> Minutes: The draft minutes from 5/8/24 were deferred until the next SGC meeting. 		Agenda approved 5/8/24 minutes deferred to the next meeting
4.	Budget <ul style="list-style-type: none"> Budget Status Update Vice President Montoya provided SGC with a budget update, which included information on: the Student-Centered Funding Formula (overview, base allocation, supplemental allocation, student success allocation); 2024-25 Enacted State Budget; 4CD reserves and one-time funds; historical COLAs with STRS/PERS expense; a chart of LMC; FTES, from 2016 to 2024, showing actual figures vs. targets; LMC’s pending 2024-25 Adoption Budget; LMC’s 2023-24 Adjusted Budget (\$54,267,024); LMC’s 2024-25 Adoption Budget Allocation (\$54,593, 497), which is an increase of 0.6% over the prior year; a chart showing the breakdown of salaries, benefits, and other expenses in LMC’s 2024-25 Adoption Budget; and budget-related acronyms. VP Montoya also shared information on: enrollment (e.g. 4CD’s resident FTES target = 28,668, LMC’s FTES = 26.78% of the District); LMC’s “50% Law” calculation (2024-25 = 49.3%, 2023-24 = 53.48%); and the College’s budgeted structural deficit (-\$45,664 for 2024-25). 	Budget Update – August 2024	
5.	Old Business		
5a.	Update on Marketing Plan Juliet Casey, Director of Marketing & Media Design/PIO, provided an update on the Marketing & Communication Plan that she originally shared with SGC in August 2023. The presentation included: the three goals of integrated marketing and communication for LMC (increase enrollment, increase brand awareness, and elevate reputation); recent marketing campaigns (The Future is Ours, Your New Mission Starts Here, and 50 th Anniversary); metrics and return on investment (e.g. data on enrollment increases); and upcoming activities.	Marketing & Communication Plan Update	
5b.	Participatory Governance Task Group <ul style="list-style-type: none"> LMC Mission Statement SGC Position Paper Task Group Assessment Report SGC Charge Sheet Due to time constraints, this item was tabled for discussion at the next meeting. <i>MSC: R. Anicetti/C. Montoya. Yeas – R. Anicetti, C. Craig-Huddleston, C. Montoya, I. Sukhu; Nays – N/A; Abstentions – N/A.</i>	LMC Mission SGC Position Paper Task Group Assessment Report SGC Charge Sheet	Due to several absences and vacancies, this item was tabled until the next meeting.

6.	New Business		
6a.	<p>20204-25 Institutional Priorities President Ralston reviewed LMC’s 2024-25 Institutional Priorities and he associated metrics for the five areas of focus, each of which are aligned with one of the Educational Master Plan (EMP) goals: 1) Strengthen and support effective, cross-constituent leadership to foster an anti-racist, collaborative, productive, and engaging place to learn and work [EMP Goal #1]; 2) Improve access to financial, enrollment, and academic support, and enhance social connection for students [EMP Goal 2]; 3) Increase Early College Offerings and General Enrollment [EMP Goal 3]; 4) Increase Student Completion of Courses, Certificates and Degrees [EMP Goal 4]; and 5) Strengthen Institutional Effectiveness and Streamline Operational Processes [EMP Goal 5]. She asked SGC to think further about the priorities and metrics, and to share the information with their respective constituency groups. It was noted that the 2024-25 Institutional Priorities should be incorporated into the priority criteria and rating rubric for RAP this year.</p>	2024-25 Priorities	
7.	<p>Accreditation (<i>standing item</i>) President Ralston reminded the group that the September 9th College Assembly will be used for an Accreditation training presented by the Accrediting Commission for Community and Junior Colleges (ACCJC). It will be held 2:00 - 5:00 p.m. in the Student Union Conference Center and is aimed at preparing the College community for work on the Institutional Self-Evaluation Report (ISER), which will be due to ACCJC in December 2026.</p>		
8.	Curriculum: New Instructional Program Proposals [no items]		
9.	<p>Updates & Announcements/Constituency Reports Due to time constraints, and because the constituency groups hadn’t held their first meetings of the semester, the report-outs were deferred to the next SGC meeting.</p>		
10.	Community College Items of Interest: Legislation, Research & Best Practices – N/A		
11.	<p>Campus Communication: Actions & Notable Items to Report from SGC Members should share with their respective constituency groups that SGC: viewed a budget presentation, which will be shared with them following the meeting; received an update on LMC’s Marketing & Communication Plan; and discussed the 2024-25 Institutional Priorities, which were shared with the College community on Opening Day.</p>		
12.	<p>Adjournment SGC adjourned the meeting at 4:01 p.m. by consensus.</p>		Meeting adjourned