

**LOS MEDANOS  
COLLEGE**

**Shared Governance Council**

**MINUTES**

September 9, 2020

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

MEMBERS PRESENT: Nicole Almassey, Robert Delgado, Roseann Erwin, Susie Hansen, Bob Kratochvil, Morgan Lynn, Carlos Montoya, Nikki Moultrie, James Noel, Nicholas Sessions.

OTHER ATTENDEES: Natalie Hannum, Chialin Hsieh (presenters); Diane White (consultant/presenter); Myles Crain, Angela Fantuzzi, Jinpa Tharchin, Paul West (guests); Jennifer Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
<b>STANDING ITEMS:</b>			
1.	<b>Public Comment</b> – Nicole Almassey reminded everyone that the Governing Board will meet this evening at 6:00 p.m., and their agenda includes items on accreditation and the Chancellor search.		
2.	<b>Welcome &amp; Introductions</b> -- President Kratochvil welcomed everyone to the meeting.		
3.	<p><b>Review</b></p> <ul style="list-style-type: none"> <li>• Agenda for September 9<sup>th</sup> SGC approved the agenda. <i>MSC: Moultrie/Almassey.</i> <i>Yeas – Almassey, Delgado, Erwin, Hansen, Molina, Montoya, Moultrie, Noel, Sessions; Nays – N/A; Abstentions – N/A.</i></li> <li>• Minutes (draft) from August 26, 2020 The minutes from August 26<sup>th</sup> were approved. <i>MSC: Moultrie/Erwin.</i> <i>Yeas – Almassey, Erwin, Hansen, Molina, Montoya, Moultrie, Noel; Nays – N/A; Abstentions – Delgado, Sessions.</i></li> </ul>		<p>Agenda approved</p> <p>Minutes approved</p>
4.	<b>Old Business</b>		
4a.	<p><b>LMC Mission, Vision &amp; Values Statements</b></p> <p>The discussion began with President Kratochvil recapping the review/development process to date for the draft Mission, Values, and Vision Statements. There has been a significant amount of input via the constituency groups, College Assemblies, and a college-wide survey, yet there are still wordsmithing suggestions coming forward from the Senates. If this approach continues, we could wind up in a perpetual cycle of revisions and re-votes. He reminded SGC that they are an independent body; the input from the Senates is critical, however, at some point SGC must finalize and vote on the draft Statements. Diane White shared that – in her prior experience working at a community college and serving on SGC-type committees – she has never seen a process conducted as well as SGC’s Mission, Values, and Vision process. She noted that the importance of having an inclusive process was emphasized to her from the beginning, and the authentic voices of the College community have come through via multiple channels. Ms. White echoed President Kratochvil’s comments about SGC as an independent body and the need to take action on these final draft versions.</p> <p>President Kratochvil asked each of the Senate presidents to provide an update on their respective constituency group’s review of the Mission, Values, and Vision: Nicholas Sessions reported that LMCAS approved the draft Mission, Values, and Vision option #2; Nicole Almassey stated that the Classified Senate approved the Mission, approved the individual Values (with revisions to Excellence and Diversity), and hasn’t voted on the Vision; and James Noel shared that the Academic Senate has discussed the Mission, but hasn’t voted on any of the draft Statements yet. Ms. White agreed to attend the upcoming Classified and Academic Senate meetings to help address questions about the draft Statements or process, and to provide info on the purpose/role of each Statement.</p> <p>In response to a question about the measurability of the Mission and Vision, Ms. White explained that the measurement/evaluation happens at the EMP-level, with the goals and objectives (rather than directly measuring the Mission and Vision). With regard to the Educational Master Plan, President Kratochvil pointed out the time-sensitive nature of having the Mission, Values, and Vision process move forward to conclusion, as they are key elements that need to be included in the document; based on the EMP timeline, the Mission, Values, and Vision need to be approved by late September/early October. Morgan Lynn added that, from a curriculum perspective, there is a sense of urgency for having the new Mission in place. Per Title 5, all of our curricula are written to align with the College’s Mission Statement – and, with a lengthy process that hasn’t yielded a new Mission yet, it is difficult to address curricular needs and changes.</p>	<p><a href="#">Mission, Vision &amp; Values College Assembly PPT (9/30/19)</a></p> <p><a href="#">College Assembly PPT (3/2/20)</a></p> <p><a href="#">Draft/Proposed Mission, Values &amp; Vision</a></p>	

5.	<b>New Business</b>		
5a.	<p><b>Program Discontinuance</b>  Vice President Hannum provided a final report on the Appliance Service Technology program, explaining that it was not a pleasant message to deliver. She appreciates the efforts and engagement of all those who were involved in this process, and is sensitive to the fact that it impacted an individual. A final recommendation to discontinue the program was made to President Kratochvil in June; his decision was to uphold that recommendation, based on declining program enrollment and completions, industry changes, and labor market data. The program, which has been deactivated beginning this year, will be removed from the Catalog going forward (because the decision occurred over the Summer, the program/courses still appear in the 2020-21 Catalog). VP Hannum will also visit the Senates to share the same information. She noted that, through this review of the Appliance program, there were some gaps identified in the program discontinuance process; those elements are now being addressed. The group discussed how the Appliance discontinuance has and will be communicated to students and various LMC departments (e.g. Counseling).</p>		
5b.	<p><b>Grant Opportunity: Strengthening Community College Training Grant</b>  Vice President Hannum provided an overview of the “Strengthening Community Colleges Training Grant,” which is an opportunity for LMC, CCC, and DVC. If awarded, \$2M from this Department of Labor grant would be divided among the three colleges. LMC’s focus would be on water/wastewater treatment and possibly health services; work-based experiential learning is a big component of the training grant, and it provides more direct-to-student opportunities than most other grants. This grant opportunity has already been reviewed by Chancellor’s Cabinet and President’s Cabinet. VP Hannum believes that LMC has the capacity to take on this grant, with our Workforce Development unit working with Transfer &amp; Career Services; it also aligns with the CCCCCO Vision for Success goal related to experience/employment in students’ field of study. She reminded SGC about the Workforce Development “Grants at a Glance” webpage containing budget information about the grants managed by the unit; if awarded, this grant would be added there. President Kratochvil noted that VP Hannum would also return to SGC to provide the grant budget/spending plan as an information item.</p>		
5c.	<p><b>Planning Committee Update</b></p> <ul style="list-style-type: none"> <li>• <b>2020-21 Charges</b>  Dr. Chialin Hsieh, Chair of the Planning Committee, provided an overview of the group’s new charges for 2020-21. She noted that they follow the SGC committee guidelines, reviewing the LMC Mission Statement and their own charges at the beginning of each year. Dr. Hsieh reviewed the Planning Committee charges from 2019-20 and those proposed for 2020-21 (displayed from the Planning Committee webpage.</li> <li>• <b>2019-20 Accomplishments</b>  Dr. Hsieh displayed and reviewed the Planning Committee’s major accomplishments from 2020-21 accomplishments, including: reviewing existing planning processes; reviewing, evaluating and/or modifying the program review process and enterprise software tool; defining and developing the structure of institutional effectiveness and the culture of inquiry; developing a process and timeline for the creation of the 2020-25 EMP; and providing information on the ACCJC Standards related to the Planning Committee charges.</li> </ul>	<p><a href="#">Planning Committee 2020-21 Charges</a></p> <p><a href="#">Planning Committee 2019-20 Accomplishments</a></p>	
5d.	<p><b>Program Review Year 3 Evaluation Report</b>  Dr. Hsieh provided an overview of the Evaluation Report, including the Program Review process and Year 3 cycle, unit updates, the District Tableau Dashboard, RAP, and the Program Review process evaluation.</p>	<p><a href="#">2019-20 Program Review Year 3 Evaluation Report</a></p>	
6.	<p><b>Budget Update</b> (<i>standing item</i>)  Vice President Montoya provided a presentation on the 2020-21 Adopted Budget, including information on the: enacted State Budget FY 2020-21 (e.g. no COLA, no reduction to statewide categorical programs, COVID-19 Response Block Grant, SCFF “hold harmless” extension, pension relief and system deferrals); Student-Centered Funding Formula 2020-21; District Adoption Budget FY 2020-21; LMC’s Adoption Budget FY 2020-21; Fund 11 (General Fund) details of the District Adoption Budget. VP Montoya will also be giving SGC future budget updates related to RAP and the 2021-22 budget. He will provide a copy of the Fund 11 budget detail to the SGC members for sharing with their respective constituency groups. VP Montoya concluded by acknowledging the Business Office team who worked on the budget: Jinpa Tharchin, Melissa Inzunza, and Alex Harvey.</p>	<p><a href="#">2020-21 4CD Adoption Budget – LMC Fund 11</a></p>	

7.	<b>Accreditation</b> ( <i>standing item</i> ) Dr. Hsieh shared that the ACCJC Peer Review Team has begun reading LMC’s Institutional Self-Evaluation Report (ISER), visiting our website, and submitting requests for additional evidence. She reminded the SGC members to make sure their department webpages are up to date. We are waiting info from the Team Chair about the schedule and format of the virtual visit. President Kratochvil noted that the Team will likely want to meet with SGC; with SGC’s work closely aligned with Standard IVA, Dr. Hsieh encouraged the Council members to review/re-read that section of the ISER. The virtual visit may also include an opening meeting and other college-wide meetings.	<a href="#">LMC Accreditation 2020</a>	
8.	<b>Curriculum</b> ( <i>standing item</i> ) <ul style="list-style-type: none"> <li>• <b>Committee Update</b>              Morgan Lynn, Curriculum Committee Chair, provided an update on work happening in the Committee. The presentation included info on: the tech review process added by Curriculum; coordination with the Distance Education Committee to create the new DE addenda and process; eLumen being up and running; and the Committee’s position paper now in front of the Academic Senate.</li> </ul>		
9.	<b>COVID-19 Public Health Emergency</b> ( <i>standing item</i> ) – N/A		
10	<b>Updates &amp; Announcements/Constituency Reports:</b> <ul style="list-style-type: none"> <li>• President Kratochvil noted that he had no further report beyond the Governing Board meeting, which was already mentioned.</li> <li>• Academic Senate: James Noel shared that, this coming Monday, the Academic Senate will welcome a guest presenter from Long Beach City College to talk about making curriculum more culturally-responsive to our diverse student body. He continues to work with the other constituency leaders on plans for the Town Hall.</li> <li>• Classified Senate: Nicole Almassey reported that the August 31<sup>st</sup> Classified Senate meeting included discussions of the Mission, Values and a Senate resolution. At the upcoming meeting, they will: receive updates from VP Hannum and VP Maxwell; continue discussion on their resolution; review the EMP; and explore ways to raise scholarship funds in a remote environment.</li> <li>• Student Senate: Nicholas Sessions shared that he didn’t have any notable updates from LMCAS. He noted that LMCAS is scheduled to approve their committee assignments at their September 21<sup>st</sup> meeting.</li> <li>• Management Team: Nikki Moultrie expressed appreciation for the expanded “Dean Team” members, who have taken on additional responsibilities in Instruction.</li> <li>• Curriculum: Morgan Lynn had no further info to share, as she already provided a Curriculum Committee report earlier in the meeting.</li> <li>• Other: N/A.</li> </ul>		
11	<b>Community College Items of Interest: Legislation, Research &amp; Best Practices</b> Although there weren’t any specific details to provide, President Kratochvil shared that info has been going around the statewide CEO listserv about the prospect of defunding campus police and/or exploring other options for campus safety/security.		
12	<b>Campus Communication: Actions &amp; Notable Items to Report from SGC</b> <ul style="list-style-type: none"> <li>• SGC is continuing review of the draft Mission, Values, and Vision Statements, hopefully moving toward consensus and approval.</li> <li>• The Town Hall on racial justice will be held on September 21, 3:00 – 5:00 p.m., and will be open to employees and students.</li> </ul>		
13	<b>Adjournment</b> –The meeting adjourned at 3:57 p.m. <i>MSC: Moultrie/Hansen.</i> <i>Yeas – Almassey, Delgado, Erwin, Hansen, Molina, Montoya, Moultrie, Noel, Sessions; Nays – N/A; Abstentions – N/A.</i>		