

LOS MEDANOS  
COLLEGE

**Shared Governance Council**

**MINUTES**

February 27, 2019

2:00 - 4:00 p.m., Room SS4-409

MEMBERS PRESENT: Deborah Baskin, Louie Giambattista, Natalie Hannum, Susie Hansen, Bob Kratochvil, Morgan Lynn, Alex Porter; Carla Rosas.

OTHER ATTENDEES: Victor Coronado, Dave Vigo (presenters); Paul West (guest); Jennifer Adams (support).

<i>Item #</i>	<i>Topic/Activity</i>	<i>Handouts/ References</i>	<i>Action(s)</i>
<b>STANDING ITEMS:</b>			
<b>1.</b>	<b>Public Comment</b> – N/A		
<b>2.</b>	<b>Welcome</b> President Kratochvil welcomed all of the attendees, including two student observers from Professor Clarke’s class.		
<b>3.</b>	<b>Review</b> <ul style="list-style-type: none"> <li>• Agenda for February 27<sup>th</sup> President Kratochvil reviewed the agenda, which was approved as amended (moving up Certificate proposals). <i>MSC: Hannum/Hansen.</i> <ul style="list-style-type: none"> <li>○ <i>Yeas – Baskin, Giambattista, Hannum, Hansen, Lynn, Porter, Rosas; Nays – N/A; Abstentions – N/A.</i></li> </ul> </li> <li>• Minutes (draft) from February 13<sup>th</sup> The SGC members reviewed and approved the minutes from the meeting held on December 12, 2018. <i>MSC: Hannum/Hansen.</i> <ul style="list-style-type: none"> <li>○ <i>Yeas – Baskin, Giambattista, Hannum, Hansen, Lynn, Porter, Rosas; Nays – N/A; Abstentions – N/A.</i></li> </ul> </li> </ul>		Agenda approved  Minutes approved
<b>4.</b>	<b>Old Business</b>		
4a.	<b>Resource Allocation Process (RAP)</b> President Kratochvil provided a recap of the process to date. Vice President Porter and Dave Vigo noted that only four SGC members had submitted their RAP ratings in advance of the meeting. SGC then engaged in a discussion about how best to proceed, as the plan had been to have all of the ratings compiled to help facilitate the dialogue around making funding recommendations. Several members suggested that it would be helpful to filter the full list of proposals, so that it wouldn’t include any without an amount identified, already funded, aligned with professional development and/or conference funding, or not connected to the theme areas of health, safety, or accreditation. The group also talked about the challenges of using the new rubric to rate proposals, as it often felt like trying to fit a square peg into a round hole. It was noted that, for some units – such as Social Sciences – it can be more challenging to secure additional allocations, as they don’t fall into any of the existing funding “buckets” (e.g. categoricals, STEM, CTE, etc...). After attempting a collective proposal-by-proposal rating session, SGC agreed that it would be more effective and efficient to allow more time for the individual members to complete their ratings off-line. Once Dave Vigo receives all of the ratings, he will bring the compiled list back to the group. He and VP Ported asked everyone to submit their ratings electronically by end of day next Wednesday, March 6.	<a href="#">Budget Request Database</a>	
<b>5.</b>	<b>New Business</b> [no items]		
<b>6.</b>	<b>Budget Update</b> ( <i>standing item</i> ) – N/A		
<b>7.</b>	<b>Accreditation</b> ( <i>standing item</i> ) President Kratochvil reminded the group that discussion of the Mission Statement review process, including a review of drafts, had been pushed to the March 13 <sup>th</sup> meeting. Since RAP will now be on that agenda as well, he asked the SGC members if they wanted to keep the Mission as an item on that date or shift it to a later meeting. The consensus was to keep the Mission discussion on March 13 <sup>th</sup> , and the group went on to share ideas about the best approach for the review process.	<a href="#">ACCJC Guide &amp; Standards</a>	

8.	<b>Curriculum</b>		
4a.	<p><b>New Instructional Program Proposals</b></p> <ul style="list-style-type: none"> <li>• <b>Certificate of Achievement: American Sign Language</b></li> <li>• <b>Certificate of Achievement: Spanish</b></li> </ul> <p>Victor Coronado provided an update on the revised version of the Spanish Certificate proposal, which had been sent to SGC in advance. The program proposal for the new Certificate of Achievement in Spanish was approved by SGC, pending approval of the Curriculum Committee and Academic Senate and Curriculum Committee. <i>MSC: Hannum/Porter. Yeas – Baskin, Giambattista, Hannum, Hansen, Lynn, Porter, Rosas; Nays – N/A; Abstentions – N/A.</i></p> <p>SGC also approved the program proposal for the new Certificate of Achievement in American Sign Language, which was presented at the last meeting. <i>MSC: Giambattista/Baskin; Yeas – Baskin, Giambattista, Hannum, Hansen, Lynn, Porter, Rosas; Nays – N/A; Abstentions – N/A.</i></p>	<p><a href="#">ASL proposal</a></p> <p><a href="#">Spanish proposal</a></p>	Certificates approved
9.	<p><b>Updates &amp; Announcements/Constituency Reports:</b></p> <ul style="list-style-type: none"> <li>• President Kratochvil expressed his appreciation to VP Porter for all of his work and contributions, as this will be his last SGC meeting.</li> <li>• Academic Senate: Louie Giambattista stated that Greg Stoup attended their last meeting to present info on the Vision for Success goal-setting and Student-Centered Funding Formula metrics. The Academic Senate also had a discussion on the GE Committee and prospective changes to local requirements; for example, students sometimes take classes in the IGETC pattern, but it may not align with the local degree.</li> <li>• Classified Senate: Debbie Baskin thanked the LMC Foundation for purchasing a table at the Crab Feed, and the Academic Senate for buying 10 tickets. The Classified Senate is currently recruiting participants to serve on the Vice Chancellor of Facilities hiring committee, and is also encouraging classified professionals to complete the Employee Engagement Survey. Lastly, she reported that Greg Stoup attended their last meeting to provide info on the CCCCO Vision for Success goal-setting.</li> <li>• Management Team: Dean Hannum provided an Adult Education update, explaining that they said “no” to the deficit make-up and are pushing for a direct funding model.</li> <li>• Student Senate: no rep present.</li> <li>• Curriculum: no report.</li> <li>• Other: Vice President Porter shared several facilities updates. There will be upgrades to L-109, L-106, L-105, and CO-420 (including furniture), as well as reconfigurations in CO-400 to accommodate the Business Services move. President Kratochvil noted that it was more cost-effective than having Business Services stay in its previous location and remodel that space. In addition, there may also be changes to the IT area in the Library. On the topic of Facilities, Dean Hannum mentioned that there is a leak in the Vocational Technology classroom, and that it had been reported to Buildings &amp; Grounds (B&amp;G). She added that a faculty member in the department inquired about requesting a new roof in the area and wondered how something like that gets into the queue for inclusion in a maintenance or capital projects plan. Vice President Porter explained that, in the short-term, it would be addressed by a B&amp;G repair – then, by way of a “triage” process, those types of requests are evaluated, with critical issues prioritized as B&amp;G works to manage resources. A guest at the meeting noted that his department has submitted similar repair requests to B&amp;G, and sometimes haven’t received a concrete time line or follow-up. Vice President Porter indicated that such a response isn’t acceptable, and those instances should be referred to Russ Holt, B&amp;G Manager, and then to VP Porter. President Kratochvil added that, with VP Porter’s departure, the managers in Administrative Services will report directly to him.</li> </ul>		
10	<b>Community College Items of Interest: Legislation, Research &amp; Best Practices</b> [no items]		
11	<p><b>Campus Communication: Actions &amp; Notable Items to Report from SGC</b></p> <p>The SGC members will share information with their respective constituency groups about next steps for RAP. They will also report that the two Certificate proposals were approved.</p>		
12	<p><b>Adjournment</b></p> <p>The SGC meeting adjourned at 3:32 p.m.</p>		