

**LOS MEDANOS
COLLEGE**

Shared Governance Council

MINUTES

March 27, 2019

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

MEMBERS PRESENT: Nicole Almassey, Deborah Baskin, Josh Bearden, Louie Giambattista, Natalie Hannum, Bob Kratochvil, Morgan Lynn, Carla Rosas, Dave Vigo.

OTHER ATTENDEES: Chialin Hsieh, Nikki Moultrie, Scott Warfe (presenters); Chialin Hsieh, Deb Winckler (guest); Jennifer Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	Public Comment – N/A		
2.	Welcome President Kratochvil asked the SGC members to introduce themselves. The group welcomed Josh Bearden as the newest member to SGC.		
3.	Review <ul style="list-style-type: none"> • Agenda for March 27th President Kratochvil reviewed the agenda, which was approved as amended: changing room number to CO-420; adding item #5c, “OEI CTE Grant,” which was supposed to be carried over from the last agenda; and reorder agenda items, so that guest presenters don’t have to wait. <i>MSC: Hannum/Giambattista. Yeas – Almassey, Baskin, Bearden, Giambattista, Hannum, Lynn, Rosas, Vigo; Nays – N/A; Abstentions – N/A.</i> • Minutes (draft) from February 27th & March 13th SGC approved the minutes from February 27th. <i>MSC: Hannum/Giambattista Yeas – Almassey, Baskin, Bearden, Giambattista, Hannum, Lynn, Rosas, Vigo; Nays – N/A; Abstentions – N/A.</i> The March 13th minutes were deferred until the next meeting. 		Agenda approved 2/27/19 minutes approved
4.	Old Business [N/A]		
4a.	Resource Allocation Process (RAP) Dave Vigo displayed the proposal recommendations from the last meeting, and SGC approved their list of recommendations. <i>MSC: Giambattista/Hannum. Yeas – Almassey, Baskin, Giambattista, Hannum, Lynn, Rosas, Vigo; Nays – N/A; Abstentions – Bearden.</i>		RAP funding recommendations approved
4b.	Mission Statement Review Process Morgan Lynn shared that the Academic Senate was not able to fully discuss the Mission Statement at its last meeting, so the item will appear on the next agenda. The Academic Senate will use the same approach used for the Classified Senate and LMCAS meetings, which was to: review the current Mission Statement; review ACCJC Standard I; and seek feedback about whether or not the current Mission reflects the College, our students, and what we do as an institution.		
4c.	Vision for Success Goals Dr. Hsieh displayed Greg Stoup’s presentation from the last SGC meeting, and reminded the group of the recommended indicators for the CCCCCO Vision for Success goals: Goal #1 – indicators 1a and 1b; Goal #2 – indicator 2a; Goal #3 – indicator 3; Goal #4 – indicator 4c; and Goal #5 – in development (awaiting CCCCCO data). SGC endorsed the indicators for Goals #1-4. The indicator(s) for Goal #5 will come before SGC as an action item once the information is reviewed and developed by LMC’s Student Equity team. <i>MSC: Giambattista; Lynn. Yeas – Almassey, Baskin, Bearden, Giambattista, Hannum, Lynn, Rosas, Vigo; Nays – N/A; Abstentions – N/A.</i>		Indicators for Goals #1-4 approved
5.	New Business		
5a.	Appliance Service Technology Discontinuance Dean Moultrie distributed several handouts related to the Appliance Service Technology program, in addition to the Program Discontinuance document that was shared with SGC in advance of the meeting. She reviewed the steps of the Program Discontinuance process, as well as the program data contained in the handouts. Dean Hannum provided additional background about the Appliance Service Technology program, and acknowledged the efforts of Deb Winckler. Dean Hannum indicated that the decrease in enrollments and labor market outcomes began around Summer 2016, at the time of Len Price’s retirement, and that those had been communicated to the department. There were conversations with the newly-hired full-time faculty member, who was paired with a senior faculty member, and the department invested in professional		

	<p>development and conference attendance for capacity building. Guidance and consultation were also provided by the BACCC deputy sector navigator to look at re-engineering the program, as the trend has shifted from Appliance (domestic) to HVAC (industrial A/A and commercial refrigeration). President Kratochvil provided Deb Winckler with an opportunity to provide additional information to SGC. Ms. Winckler spoke about her experience at LMC, having been hired as an adjunct instructor after going through the Appliance Service Technology program as a student. She also described some of the work she has done with the program since starting her full-time role in Fall 2016. The Deans clarified that – although there had been repeated conversations/correspondence with the faculty about the program’s enrollment issues – there had not been a concrete/documented plan given to the faculty member, indicating the steps/improvements needed before discontinuance would be initiated. It was also noted that the Appliance Service Technology program had been identified as a “Program on Watch/In Trouble” in LMC’s Fall 2018 Educational Planning Report presented to the Governing Board. The Deans conveyed that the Vocational Technology department is in agreement with the program discontinuance, and the department chair discussed it with each of the Voc Tech full-time faculty members. SGC discussed the information presented, as well as the local (LMC) and District processes for program discontinuance. According to what is outlined in the process, it doesn’t appear that it involves a vote by the Academic Senate; it may ultimately be an action item for SGC, as a recommendation to the President. There was also dialogue about how to situate this discussion about potential discontinuance in the context of the economy expanding and contracting. For example, how do we know that the programs’ decreased enrollments weren’t the result of a more robust economy? And, if/when we experience another recession, will enrollment increase again? Dean Hannum noted that, in Workforce Development, they look at three-year trends for enrollment and labor market indicators for the CTE programs.</p>		
5b.	<p>2018 Survey of Entering Student Engagement (SENSE) Results This item had to be deferred due to technical difficulties with the internet connection (lack of access) and will be placed on the next agenda.</p>		
5c.	<p>OEI CTE Grant Dean Hannum shared that LMC received \$15K for a planning application. The grant would provide \$500K to bolster online initiatives; there is a strong focus on CTE, but it will also benefit overall online offerings. The application is due May 1, with spending to begin May 18. Dean Hannum noted that, as with large-scale long-term grants, it is important to follow Board Policy 3.30. She also acknowledged Josh Bearden for his efforts related to the OEI CTE Grant. President Kratochvil agreed, adding that it is also important to have such information presented to SGC, which serves as LMC’s budget committee. The SGC members commented that the idea of expanding online offerings is exciting. Along those lines of discussion, President Kratochvil distributed and reviewed the proposed description of the re-engineered Strategic Enrollment Management Committee (SEMC). He outlined that this is connected to all of those things just discussed – such as course offerings, online initiatives, marketing, etc... -- as they all tie to enrollment management. The proposal was shared as an informational item today, as SEMC will be a subcommittee of SGC.</p>		
6.	Budget Update (<i>standing item</i>) – N/A		
7.	Accreditation (<i>standing item</i>) – N/A		
8.	Curriculum – N/A		
9.	<p>Updates & Announcements/Constituency Reports:</p> <ul style="list-style-type: none"> • President Kratochvil shared with SGC the timeline and format for the VPSS Open Forums (April 9 & 10). The next VP position in the queue will be the Vice President of Business & Administrative Services later this semester, followed by Vice President of Instruction in the Fall. At the Governing Board meeting tonight, there will be a reception for the Newly Tenured Faculty and Classified of the Year (Rashaad McAlplin). There will also be a presentation regarding the District Strategic Plan. • Academic Senate: Louie Giambattista reported that Edward Haven stepped down as GE Chair, so a job announcement will go out soon. During the presentation to the Academic Senate on the Employee Engagement Survey results, there was dialogue about safety and security • Classified Senate: Nicole Almassey stated that they had 41 scholarship applications, and the committee will review them to determine how many will be rewarded. The Senate is also holding elections for its VP position and officers. • Management Team: no report. • Student Senate: no rep present. • Curriculum: no report (except that Louie Giambattista has been extended one year as Chair). 		
10	Community College Items of Interest: Legislation, Research & Best Practices [no items]		
11	<p>Campus Communication: Actions & Notable Items to Report from SGC The SGC members will share information with their respective constituency groups about the RAP funding recommendations.</p>		
12	<p>Adjournment – The SGC meeting adjourned at 3:57 p.m. <i>MSC: Baskin/Giambattista. Yeas – Almassey, Baskin, Bearden, Giambattista, Hannum, Lynn, Rosas, Vigo; Nays – N/A; Abstentions – N/A.</i></p>		