

**LOS MEDANOS  
COLLEGE**

**Shared Governance Council**

**MINUTES**

April 24, 2019

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

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

OTHER ATTENDEES: Chialin Hsieh, Sabrina Kwist, Sally Montemayor Lenz, Scott Warfe (presenters); Shelly Baird, Paul West (guest); Jennifer Adams (support).

Item #	Topic/Activity	Handouts/ References	Action(s)
<b>STANDING ITEMS:</b>			
1.	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>Natalie Hannum shared that LMC’s CareerFocus magazine has now been published and delivered to mailboxes in the local area. She expressed kudos to David Wahl for coordinating the project, the Marketing &amp; Media Design department for all of their work on the publication, all of the article authors/contributions, and Jennifer Adams for editing.</li> </ul>		
2.	<p><b>Welcome</b></p> <p>President Kratochvil welcomed everyone to the meeting.</p>		
3.	<p><b>Review</b></p> <ul style="list-style-type: none"> <li>Agenda for April 24<sup>th</sup> President Kratochvil reviewed the agenda, which was approved by SGC. <i>MSC: Hannum/Giambattista. Yeas – Almassey, Baskin, Bearden, Giambattista, Hannum, Lynn, Rosas, Vigo; Nays – N/A; Abstentions – N/A.</i></li> <li>Minutes (draft) from March 13<sup>th</sup> &amp; March 27<sup>th</sup> SGC approved the minutes from March 13<sup>th</sup>. <i>MSC: Rosas/Vigo</i> <i>Yeas – Almassey, Baskin, Bearden, Giambattista, Hannum, Hansen, Lynn, Rosas, Vigo; Nays – N/A; Abstentions – N/A.</i></li> </ul> <p>The March 27<sup>th</sup> minutes were deferred until the next meeting.</p>		<p>Agenda approved</p> <p>3/13/19 minutes approved</p>
4.	<b>Old Business</b>		
4a.	<p><b>Mission Statement Review Process</b></p> <p>President Kratochvil inquired about any updates from the constituency groups. Nicole Almassey stated that the Classified Senate had already addressed the Mission Statement item one of their previous meetings, and Joshua Bearden indicated that the Academic Senate hadn’t fully discussed the topic. He noted that the Academic Senate was awaiting input from the IDEA Committee, but the SGC members reminded him of the process proposed/discussed before he joined the Council: SGC serving as its own working group (without a separate task force); developing several draft statements, then narrowing it down to one or two; and sharing the draft Mission Statement(s) campus-wide for feedback (from the three Senates, via College Assembly, possibly via a college-wide survey, and from committees and groups (e.g. Planning Committee, IDEA, TLC, EEO, etc...)). The group also clarified what the Senates were asked to cover during the preliminary discussion at their respective meetings: 1) review current Mission Statement; 2) review ACCJC Standard I; and 3) solicit feedback about whether people feel the current Mission addresses the Standard and captures LMC.</p>		
4b.	<p><b>Strategic Enrollment Management Committee Proposal</b></p> <p>President Kratochvil reminded the group about the Strategic Enrollment Management (SEM) proposal he discussed at the last meeting; he then handed off the presentation to Dr. Montemayor Lenz and Dr. Hsieh, who have been working together on a framework. Dr. Montemayor Lenz explained that, with leadership and involvement from Dean Hannum, LMC applied for the IEPI Strategic Enrollment Management program; she went on to provide a “definition” of Strategic Enrollment Management. Dr. Hsieh and Dr. Montemayor Lenz distributed a handout showing the relational connections between LMC’s guiding documents/principles, the new Student-Centered Funding Formula (SCFF), various initiatives (e.g. Guided Pathways), and operational units/functions (e.g. outreach, retention, marketing, scheduling, room utilization, etc...). They displayed a PowerPoint slide that provided a visual representation of the connections and provided an explanation of each item. President Kratochvil suggested adding “living wage” to the output/outcome section. Josh Bearden expressed his support for the framework, as it provides coherence for work underway – especially at a time when many feel “initiative fatigue.” He wondered if it could be titled something other than “Strategic</p>		

	Enrollment Management,” as people may associate that with something that is simply a numbers counting committee. Dr. Hsieh suggested that this slide/diagram could essentially serve as the foundation for LMC’s new Educational Master Plan. President Kratochvil stated that this will appear on a future agenda, as he would like to have SGC endorse the SEM framework.		
4c.	<b>Vision for Success Goals</b> As a continuation of the Vision for Success item previously presented – specifically related to Goal #5 – Dr. Hsieh displayed and reviewed the disaggregated data provided by the State on disproportionately impacted groups for Goals #1-4. Based on the data, the recommendation is to select two group: Black/African American and Foster Youth. Also, following discussions with District Research & Planning, the three colleges want to get data on Pell recipients. Also identified were “groups to watch,” including LGBTQ and “Not Economically Disadvantaged,” the latter of which may be an anomaly. Dean Hannum, who was asked to chair the remainder of the meeting following President Kratochvil’s departure for the Governing Board meeting, noted that this was just an informational item for SGC; for submission to the State, the Goal indicators only have to be signed/endorsed by the Senate president(s), college President, and the Governing Board. The SGC members conveyed that they were comfortable with the groups identified for Goal #5.		
4d.	<b>Employee Engagement Survey Results</b> Dr. Hsieh distributed a copy of the survey results. She initially planned to have the group participate in an activity that focused on two pages related to shared governance. Dean Hannum suggested that, instead of conducting the activity, it would be beneficial for the SGC members to: 1) have time to digest the feedback content; and 2) use the feedback to inform their work and decision-making going forward – especially in light of the Strategic Enrollment Management presentation.		
4e.	<b>Feedback on 2014-19 Strategic Plan</b> Dr. Hsieh displayed and reviewed the draft evaluation report for the 2014-19 Strategic Plan, noting that she wanted SGC to have an opportunity to provide feedback before approving the document. Dean Hannum offered comments about the “Develop Maker Space” referenced in the report. She felt the reference should be listed more broadly, as there are other programs in development (e.g. drones, HVAC, construction, etc.) and the College is far from being close to launching a maker space. Dr. Hsieh provided additional time for SGC to provide further feedback, asking them to submit any feedback by next Tuesday at midnight.		
<b>5.</b>	<b>New Business</b>		
5a.	<b>2018 Survey of Entering Student Engagement (SENSE) Results</b> Scott Warfe presented the SENSE results. The survey was administered in Fall 2018, and the previous one was conducted in Fall 2012. The presentation outlined “key findings” in six areas: Early Connections; Academic Plan/Pathway; Expectations & Aspirations (this showed decreases); Engaged Learning (LMC is “setting the bar” in this area compared to other colleges); Support Network; and Take-aways (see photo).	<a href="#">2018 SENSE Take-Aways</a>	
<b>6.</b>	<b>Budget Update</b> ( <i>standing item</i> ) – N/A Dave Vigo reported that he is working on the budget. Jennifer Adams noted that President Kratochvil is working on his RAP approval memo to send out campus-wide.		
<b>7.</b>	<b>Accreditation</b> ( <i>standing item</i> ) – Institutional Self-Evaluation Report (ISER) – First Draft		
<b>8.</b>	<b>Curriculum</b> – N/A		
<b>9.</b>	<b>Updates &amp; Announcements/Constituency Reports:</b> <ul style="list-style-type: none"> <li>• President Kratochvil: no report.</li> <li>• Academic Senate: Josh Bearden reported that the Academic Senate will have the Student Equity Plan presentation at its meeting on Monday.</li> <li>• Classified Senate: Nicole Almassey shared that Classified Senate awarded 14 scholarships (7 transfer, 7 continuing) for a total of \$10.5K. At their last meeting, they had a presentation on Community Education. Lastly, she reported that Senate elections were underway.</li> <li>• Student Senate: no rep present.</li> <li>• Management Team: no report.</li> <li>• Curriculum: Louie Giambattista stated that Curriculum is reviewing its position paper. The committee is also looking at streamlining, and is having discussions about online education (e.g. how/where that is situated within LMC’s committee and governance structure. After some research, it was discovered that the DE Committee is actually a subcommittee of the Academic Senate, but no one realized that previously.</li> <li>• Other: Dean Hannum congratulated Nicole on her appointment as Interim Brentwood Center Satellite Coordinator.</li> </ul>		
<b>10</b>	<b>Community College Items of Interest: Legislation, Research &amp; Best Practices</b> [no items]		
<b>11</b>	<b>Campus Communication: Actions &amp; Notable Items to Report from SGC</b> – N/A		
<b>12</b>	<b>Adjournment</b> – The SGC meeting adjourned at 4:06 p.m.		