

LOS MEDANOS
COLLEGE

Shared Governance Council

MINUTES

January 14, 2015

2:00 - 4:00 p.m., Room CO-420

MEMBERS PRESENT: Louie Giambattista, Sable Horton, Kiran Kamath, Bob Kratochvil, Linda Kohler, Demetria Lawrence, Ginny Richards, Carla Rosas, Diona Shelbourne, Jamila Stewart

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	Public Comment – N/A		
2.	Welcome President Kratochvil welcomed the attendees to the meeting.		
3.	Review <ul style="list-style-type: none"> • Agenda for January 14, 2015 President Kratochvil reviewed the agenda, which was approved by SGC. <i>MSC: Kohler/Shelbourne.</i> <ul style="list-style-type: none"> ○ <i>Yeas – Horton, Kohler, Richards, Shelbourne; Nays – N/A; Abstentions – N/A.</i> • Minutes (draft) from December 10, 2014 The December 10th minutes will be reviewed at the next meeting. 		Agenda approved
4.	Old Business		
4a.	SGC Priorities & Sub-Committees <ul style="list-style-type: none"> • Sub-Committee Charges & Updates <ul style="list-style-type: none"> ○ Safety Committee – Proposed Charge for 2014-15 <ul style="list-style-type: none"> ○ President Kratochvil displayed the Safety Committee website, as the proposal is to roll over the charges from last year. It was first suggested that the wording of Charge #4 be updated to reference the Pittsburg (not “main”) Campus and Brentwood Center; to be as inclusive as possible, that revision was further refined to address “all campus locations.” ○ SGC approved the Safety Committee charges for 2014-15, with amended language in bullet #4. <i>MSC: Kohler/Lawrence.</i> <ul style="list-style-type: none"> ▪ <i>Yeas – Horton, Kohler, Lawrence, Richards; Nays – N/A; Abstentions – N/A.</i> • SGC Position Paper <ul style="list-style-type: none"> ○ This ongoing discussion was postponed until the next meeting, as a number of Council members were absent. 	Proposed Safety Committee Charge for 2014-15 2003 SGC Position Paper	
5.	New Business		
5a.	Preparing for 2014-15 RAP Cycle <ul style="list-style-type: none"> • President Kratochvil distributed the RAP request form and timeline, which had been updated by Ronke Olatunji and reviewed by President’s Cabinet. The went over the revisions, which included minor changes such as updating the timeline for this academic year and adding a space to indicate review/sign-off by IT and HR (when applicable). The Council members made several suggestions for the timeline, including: 1) to strengthen the connection between institutional effectiveness/assessment and resource allocation, perhaps adding language (between Feb. 10-17) about having managers reviewing the requesting department’s Program Review; and 2) adding a reference to “Phase I” allocations for the President’s campus-wide notifications (between April 23 – May 8). President Kratochvil also noted that, because last year there was confusion resulting from some requestors self-identifying in the wrong RAP category, this year there will be an added step to ensure that proposals are grouped correctly; this “clean-up” step will occur before the RAP materials come to SGC, and requestors will be notified if their proposals are re-categorized. 	Resource Allocation Process	

	<ul style="list-style-type: none"> • The group discussed whether or not the request form should include boxes, similar to the existing one for Perkins, to indicate an interest in being considered for other funding sources (e.g., BSI, 3SP, Student Equity, etc...). It was suggested that may not be necessary, since Perkins requires the completion of additional paperwork and the identification of funding sources for RAP proposals typically occurs at the back end of the approval process; however, President Kratochvil agreed to convey the suggestion to Ms. Olatunji. • There was also some general dialogue about RAP, as the new SGC members were not familiar with elements of the review process; the student representatives were particularly interested, as LMCAS has received funding requests from College departments/programs. President Kratochvil emphasized the importance of having clarity around the RAP forms and process, for the Council members, those requesting resources, and the managers who will have to review and/or present the proposals. It was also noted that, although it is appropriate for personnel to be involved in the development of their respective department's Program Review and RAP proposals, incumbents should not be in the position of writing/presenting classified staffing requests for their own position 		
5b.	<p>TLC Proposals</p> <ul style="list-style-type: none"> • This item was postponed until the next meeting, as Tue Rust (presenter) was unable to attend the meeting today. 		
6.	<p>Updates & Announcements/Constituency Reports:</p> <ul style="list-style-type: none"> • President Kratochvil provided information on the following items: <ul style="list-style-type: none"> ○ Smoking policy: (to summarize the update he gave at the last SGC meeting) He explained that Chancellor's Cabinet is supportive of the change, and the proposed policy revision will need to be put forward by LMC. Since the item was brought forward by LMCAS, President Kratochvil would like to have them "co-sponsor" the proposal (along with any of the other constituency groups that would like to endorse it). ○ Convocation on Innovation: He expressed appreciation for all of the LMC folks who were able to attend on January 9. SGC then discussed the prospect of having a District-wide event every other year, or even every Spring. It was suggested that such activities be held on a non-Flex day or that the campuses close, thus enabling all/more employees to participate. ○ Strategic Plan: The final document has been signed, printed, and submitted for Governing Board action at their January 28th meeting. He passed around a copy for the Council members to see. ○ Accreditation: Nothing to report yet from ACCJC. The Commission met last week (Jan. 6-9), and are expected to notify institutions of their status soon. It was announced today that CCSF has been placed on "Restoration" status. ○ Brentwood Center: The Governing Board has decided to proceed with the planned/purchased site for the new Brentwood Center and directed the Chancellor to convene a Task Force, which includes representatives from the District/College, City of Brentwood, and three adjacent homeowners' associations. One of the main concerns voiced by residents is that the Center will lead to traffic congestion. It is hoped that, after 5-6 meetings, the Task Force will have successfully completed its work and addressed the identified issues to the satisfaction of the members (and their constituents). ○ Enrollment: He reminded the Council about the enrollment updates sent out by Vice President Horan, adding that the numbers have been down for our District and neighboring districts – which is often the case when the economy improves. Jamila Stewart noted that enrollment is up in the Umoja sections. ○ Save-the-date: To celebrate 40 years serving East Contra Costa County, LMC will hold an Open House on March 21st. • Academic Senate: Louie Giambattista stated that the Senate hasn't held its first meeting for the semester. • Associated Students: Sable Horton shared that LMCAS had a parliamentary retreat last week. Demetria Lawrence reminded the group about several upcoming Student Life activities, including the Basketball Team Rally on Jan. 15, the "Coaches vs. Cancer" Basketball games on Saturday (1/17), and the screening of "Selma" on Jan. 23 (all tickets taken). • Classified Senate: Linda Kohler reported that the Senate has not met yet for Spring semester. • Curriculum Committee: Louie Giambattista announced that two more transfer degrees are slated to come online with the State: Biology and Chemistry. Per SB 1440, colleges have 16 months to implement the new degree and to decide whether to keep or drop the local degree. Mr. Giambattista also shared information about the IGETC for STEM. 		
7.	<p>Campus Communication: Actions & Notable Items to Report from SGC – N/A</p>		
8.	<p>Adjournment The SGC meeting adjourned at 3:30 p.m.</p>		