

LOS MEDANOS COLLEGE

Shared Governance Council

MINUTES

February 12, 2014
2:00 - 4:00 p.m., Room CO-420

ATTENDEES: Kratochvil, Perfumo, Rosas, Huffman, Richards, Kohler, Schmidt, Adams (support); presenters – Giambattista, Pedersen, Goodin, Oleson.

Item #	Topic/Activity	Handouts/References
STANDING ITEMS:		
1.	<p>Public Comment President Kratochvil welcomed the three students observing from Milton Clarke’s class.</p>	
2.	<p>Approve: Agenda for February 12, 2014 The Council reviewed and accepted the agenda; President Kratochvil noted that the order of items listed may be shifted to accommodate several guest presenters scheduled to join the group during the meeting.</p> <p>Review: Minutes from January 22, 2014 The Council reviewed the minutes from the meeting on January 22. Linda Kohler noted that, although Sandi Schmidt was present at that meeting, she was not listed among the attendees. The SGC members approved the January 22nd minutes, with the addition of Ms. Schmidt’s name. <i>MSC: Perfumo/Huffman.</i></p>	
3.	<p>Old Business</p> <p>3a. SGC Priorities for 2013-14</p> <ul style="list-style-type: none"> • Review of SGC Position Paper (Section III) <ul style="list-style-type: none"> • In the interest of time, this item was postponed until the next meeting. • Committee Charges & Updates <ul style="list-style-type: none"> • Professional Development Advisory Committee (PDAC) <ul style="list-style-type: none"> • Ruth Goodin and Mary Oleson gave a presentation (see link) that included an update on the committee’s progress toward current charges and proposed charges for 2013-14. They shared information about PDAC’s membership, sub-committees, activities sponsored, process improvements, budget, communication efforts, and its 2013-15 goals/objectives. They also engaged SGC in an interactive exercise, during which the members were asked to identify three things they’d like to see as part of Professional Development over the next three years. The proposed PDAC charge will be an action item on SGC’s next agenda. • Standards & Guidelines <ul style="list-style-type: none"> • President Kratochvil distributed copies of a draft list of “standards” for committees. These operational guidelines are based on SGC’s previous discussions and the dialogue during the recent College Assembly governance workshop. Last semester the Council viewed (and expressed support for) a website template for committees, however that could be more of a workload impact for the Chairs – particularly those without any administrative support. The thought was that this approach would achieve the same outcome: having accurate, up-to-date, and accessible committee information available to the campus community. • The SGC members reviewed the draft document and discussed such things as: documenting action items and responsible parties in minutes; campus-wide email reminders; websites, agendas, and minutes for “sub-sub-committees” and task forces; and applying the standards to non-SGC committees. This item will be placed on the next SGC agenda. In the meantime, Council members can send any feedback to Jennifer Adams. 	<p>SGC Position Paper</p> <p>PDAC Update</p> <p>PDAC 2013-15 Goals & Objectives</p> <p>Draft Committee Guidelines</p>

	<p>3b. Accreditation – Standard IV</p> <ul style="list-style-type: none"> • The Council members discussed the latest draft of the Standard IV narrative, which had been provided to them last month. President Kratochvil shared an overview of the Standard IV Committee’s organized/thorough approach, and gave kudos to Co-Chairs Ruth Goodin and Linda Kohler for their leadership and management. • The group discussed some elements of the draft, including: information about the 2003 Position Paper, and the need to continue with the review/revisions; updating references to RAP, to reflect recent changes to the forms/process; how/when to establish a “cut-off date” for updates to the Self-Evaluation Report; and the importance of maintaining an informed, engaged, and consistent student voice in the shared governance process. • SGC members were asked to bring any additional feedback to the next meeting. 	<p>Standard IV Draft</p>
<p>4. New Business</p>		
	<p>4a. Associate Degrees</p> <ul style="list-style-type: none"> • Computer Science: Associate in Science Degree for Transfer <ul style="list-style-type: none"> • Louie Giambattista reviewed the Computer Science ADT materials, which had been provided to SGC in advance. He noted several items outlined on p. 3 of the narrative document, including the degree’s prerequisites and high unit value. He reported that, once the ADT receives approval from the State, the existing AS degree would be phased out. It was suggested that, if the plan is to “test drive” the ADT, they should keep the existing degree for the time being – so they don’t have to resubmit that if the ADT doesn’t work out. • SGC approved the Associate in Science Degree for Transfer in Computer Science. <i>MSC: Huffman/Perfumo.</i> • Mathematics: Associate in Science Degree for Transfer <ul style="list-style-type: none"> • Ryan Pedersen reviewed the Math ADT materials, which had been provided to the Council in advance. He stated that there is very little difference between this and the existing Math degree, which will be replaced once the ADT is approved and in place. He also indicated that the Math ADT is likely to boost completion rates for Math. • SGC approved the Associate in Science Degree for Transfer in Computer Science. <i>MSC: Richards/Perfumo.</i> 	<p>Computer Science ADT: cover sheet and narrative Computer Science ADT: template</p> <p>Math ADT: cover sheet Math ADT: template Math ADT: narrative Math ADT: CSUEB Articulation Agreement</p>
<p>5.</p>	<p>Updates & Announcements/Constituency Reports:</p> <ul style="list-style-type: none"> • President Kratochvil reminded the group about the Drama Department’s performance of Fences that evening at the California Theater. He also shared news of Myra Snell’s selection as a finalist for AACC’s Faculty Innovation Award, as well as a recent meeting on data alignment with local K-12 Educational Partners. • Classified Senate: Linda Kohler announced that the annual Chili Cook-Off will be held on March 5. • Academic Senate: Ginny Richards reported that the Senate reviewed and generated feedback about the SGC Position Paper. They also reviewed the newly-drafted District Strategic Priorities, discussed leadership, and had a presentation from IDEA. • Associated Students: no representative present. • Curriculum Committee: Laurie Huffman reported that, with three more TMCs, we’re in compliance with the State. 	
<p>6.</p>	<p>Campus Communication: Actions & Notable Items to Report from SGC</p> <ul style="list-style-type: none"> • N/A 	