

LOS MEDANOS
COLLEGE

Shared Governance Council

MINUTES

August 26, 2015

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

MEMBERS PRESENT: Louie Giambattista, Natalie Hannum, Bob Kratochvil, Linda Kohler, Ginny Richards, Gary Walker

Item #	Topic/Activity	Handouts/ References	Action(s)
STANDING ITEMS:			
1.	<p>Public Comment</p> <p>Gary Walker shared that he’s heard positive feedback about the “No Smoking” signs on campus. He wanted to pass that along to SGC, since this group was involved in discussions/progress related to this issue.</p>		
2.	<p>Welcome</p> <p>President Kratochvil welcomed the attendees to the meeting. He reviewed the list of membership slots, noting any changes from the prior year and current vacancies. Natalie Hannum agreed to join SGC as one of the three management representatives. Several of the constituency groups are still appointing members, so there was not a quorum for approving any action items.</p>		
3.	<p>Review</p> <ul style="list-style-type: none"> • Agenda for August 26, 2015 President Kratochvil reviewed the agenda with the Council members. • Minutes (draft) from May 13 Review of the May 13th will be moved to the next meeting agenda, as there was not a quorum. 		
4.	<p>Old Business (review of carry-over topics from 2014-15)</p>		
4a.	<p>Resource Allocation Process (RAP) – Review of Proposals for FY 2015-16</p> <ul style="list-style-type: none"> ○ Resource Allocation Process (RAP) for FY 2015-16 President Kratochvil displayed/referenced the “Phase I” RAP approval memo that was sent out campus-wide at the end of Spring semester. The Governing Board will take action on the Adoption Budget at its September 9th meeting, and then subsequently the “Phase II” approvals will be shared with the College community. ○ Student Success & Support Program (3SP) and Student Equity Plan President Kratochvil wants to make sure that, as the College governance group involved in RAP, SGC is apprised of funding related to 3SP and the Student Equity Plan. Although the final amounts haven’t been provided yet, it is estimated that the 2015-16 College budgets will be around \$1M for Student Equity and \$1.6M for 3SP. There will be opportunities for campus input and review of the Student Equity Plan, but with a fairly tight timeline; the Plan is due in November, and we just received the template yesterday (but have been waiting for it since June). ○ Adoption Budget As mentioned earlier, the District’s Adoption Budget will be presented at the September 9th Governing Board meeting. President Kratochvil noted that the State budget includes increases in categorical funding, but no significant increases in discretionary dollars. The Governing Board has included funds in the Adoption Budget specifically for faculty hires, and the District/Colleges will be initiating the annual “Box 2A” process for faculty hiring prioritization. The Council members discussed elements of the budget and related allocation processes, noting the challenges encountered when opportunities arise outside of the RAP cycle/timeline. 	RAP Materials	
4b.	<p>Planning & Effectiveness</p> <ul style="list-style-type: none"> ○ Accreditation Follow-Up Report & Visit The final draft of the Follow-Up Report, which was delivered yesterday to the District Office, was displayed on the screen. It will have a preliminary review by the Governing Board at their September 9th meeting, and then return as an action item on their October 7th agenda. President Kratochvil reminded the group that the Follow-Up Visit is scheduled for two days during the week of November 2. 	ACCJC Notification Letter	

	<ul style="list-style-type: none"> o Pilot Assessment of FY 2013-14 RAP Projects President Kratochvil reminded SGC about the RAP assessment identified in both the College’s Actionable Improvement Plan and ACCJC’s Recommendation. A pilot process was developed last Spring, with assessment forms completed for each of the funded 2013-14 RAP projects. Over the summer, President’s Cabinet conducted a review of the Program Maintenance assessment forms; SGC will do the same for Permanent Classified and Program Improvement. <p>SGC discussed the linkage between RAP and Program Review, as well as the possibility of altering the timeline for the PRST. It was suggested that Program Review “close” in December, so that January/February could be used to prepare RAP requests. There was also a recommendation to integrate and clarify the communication related to Program Review, RAP, and the PRST.</p>		
4c.	<p>Shared Governance, Bi-Directional Communication & Campus Engagement</p> <ul style="list-style-type: none"> o SGC Position Paper For the new members in attendance, President Kratochvil provided a brief recap of SGC’s efforts to review and revise the Position Paper over the last two years. It was a lengthy and thorough process that included vetting and feedback from each of the constituency groups. The revised document was approved by the Classified and Student Senates; it was not approved by the Academic Senate, as they had questions about some of the changes. At the end of Spring semester, SGC voted to approve the revised Position Paper. It was noted that clarification can be provided to the Academic Senate, so that they better understand the process/rationale used by SGC. o “Monday Meeting” Calendar for Fall 2015 President Kratochvil displayed the Fall 2015 Monday Meeting Calendar, which was approved by SGC last Spring, and noted the topics that have since been identified for a number of the dates (e.g. 3SP, Student Equity Plan, CTE Outcomes Survey results, etc...) 	<p>2003 SGC Position Paper</p> <p>DRAFT SGC Position Paper (“clean copy”)</p> <p>DRAFT SGC Position Paper (with mark-ups)</p>	
5. New Business			
5a.	<p>The Year Ahead: Calendar & Topics for 2015-16</p> <ul style="list-style-type: none"> o President Kratochvil reminded the group that SGC meets on the 2nd and 4th Wednesdays of each month, from 2:00 p.m. to 4:00 p.m. in CO-420. He invited them to provide topic ideas to be presented to/reviewed by the Council throughout the year. Among the items President Kratochvil will be bringing forward is an assessment of the organizational structure. 		
6.	<p>Updates & Announcements/Constituency Reports:</p> <ul style="list-style-type: none"> • President Kratochvil: no report. • Academic Senate: Louie Giambattista shared that the Academic Senate held its kick-off meeting and went through some of the basics (e.g. goals/discussion topics for the year). They discussed an item related to load for a Child Development course; it originally went to the Curriculum Committee, whose members felt the topic falls outside their purview. The Academic Senate has now sent it back to Curriculum. • Associated Students: Gary Walker stated that LMCAS held its first meeting of 2015-16 and committee reps are still being appointed. • Classified Senate: no report (first meeting will be held next week) • Curriculum Committee: Louie Giambattista reported that the Committee held its initial meeting. Several members from last year have dropped off, so they have one or two vacant spots to fill. 		
7.	<p>Campus Communication: Actions & Notable Items to Report from SGC</p> <p>The Council members agreed that the following noteworthy items should be reported to their respective constituency groups: 1) there are vacant SGC membership slots that need to be filled; 2) their feedback will be sought about LMC’s organizational structure (2013 reorganization, including Office of Planning & Institutional Effectiveness); and 3) through the Resource Allocation Process, approval has been granted for all of the requested increases to previously-reduced positions.</p>		
8.	<p>Adjournment</p> <p>The SGC meeting adjourned at 3:55 p.m.</p>		