

LOS MEDANOS COLLEGE

Shared Governance Council

MINUTES

October 9, 2013

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

ATTENDEES: Kratochvil, Huffman, Richards, Hernandez, Kohler, Villegas, Schmidt, Olatunji, Patterson, Washington, Holt (presenter), Adams (support).

Item #	Topic/Activity	Handouts/References
STANDING ITEMS:		
1.	Public Comment N/A	
2.	<p>Two new SGC members were in attendance, along with students observing as part of a class assignment. They were welcomed to the meeting and introductions were provided.</p> <p>Approve: Agenda for October 9, 2013 President Kratochvil reviewed the agenda, which was accepted by the Council members. <i>MSC: Huffman/Richards.</i></p> <p>Review: Minutes from August 28, 2013 The Council reviewed and unanimously approved the minutes from the meeting on September 25. <i>MSC: Hernandez/Villegas.</i></p>	
3.	Old Business	
3a.	<p>SGC Priorities for 2013-14</p> <ul style="list-style-type: none"> • Review of Position Paper <ul style="list-style-type: none"> • Laurie Huffman shared some of her feedback/comments about the Position Paper (see attached), including: outdated language used in some sections, such as references to “new approach to governance”; SGC responsibilities/tasks (e.g. reviewing proposals, evaluation, etc...); and holding public hearings each semester. Several long-standing Council members indicated that College Assembly/Monday Meeting sessions were identified as the mechanism for public/college-wide meetings to keep the campus community engaged and informed. • The SGC members discussed some Position Paper elements that may be worth revisiting, revising, or retaining, including: members’ voting rights; using a closed session process for RAP presentations and deliberations; and historical references that would provide context and a “roadmap” for the development of SGC. • SGC will continue to review and discuss the Position Paper; any changes would be vetted by/presented to the Senates, SGC sub-committees, and College Assembly. • Committee Charges & Membership <ul style="list-style-type: none"> • <u>Sustainability Committee</u>: Russ Holt presented the proposed 2013-14 charge for the committee (see attached). He noted that, although the Sustainability Committee does not have its own budget, several years ago he earmarked \$16,000 (earned by LMC via a District-wide Sustainability Committee “savings competition”) to be used for the committee’s “green” activities on campus. During their discussion, SGC talked about: perhaps identifying a distinction between a committee’s mission and annual priorities; current sustainability projects underway (e.g. LED lighting, filtered water stations, Earth Day, etc...); annual sustainability report; and improving communication/dissemination of info about impact of sustainability efforts at LMC (e.g. savings from recycling, energy generated by solar panels, etc...). It was suggested that information about the committee and its activities could be distributed to students at Club Day (October 29). 	<p style="text-align: center;">SGC Position Paper</p> <p style="text-align: center;">Sustainability Committee proposed charge for 2013-14</p>

		<ul style="list-style-type: none"> • <u>Safety Committee</u>: This discussion was combined with that of the Classified Senate’s resolution, as there is much overlap between the two items. SGC reviewed the Safety Committee’s proposed charge (see attached), which was originally presented at the meeting on September 25, as well as the Senate’s resolution on campus safety (see attached). Laurie Huffman and President Kratochvil acknowledged the Classified Senate for putting together such a well-crafted and thoughtful document. President Kratochvil then addressed each section of the resolution, including: reactivation of the Safety Committee; alarms and emergency notifications; an issue with the roll-down door in A&R (for which a solution has been identified); protocols in place for housing chemicals on campus; evacuation plan and maps; safety/building monitors; communication tools (e.g. deployment of walkie-talkies, the prospect of landline phones in classrooms, and the 4CD Alert system); and training. He announced that there will be a presentation on campus safety/emergency preparedness at the Monday Meeting on October 21, and that PDAC/LPG are exploring the use of Focused Flex (Spring 2014) for additional safety training. SGC approved the 2013-14 charge for the Safety Committee. <i>MSC: Villegas/Huffman.</i> • <u>Planning Committee</u>: The Council revisited the Planning Committee’s proposed charge (see attached), which was presented at the last SGC meeting. Clarification was provided about having a “sustainable” Program Review process, which referenced the need for something (systems/software/tools) that won’t change with each cycle and can be maintained on an ongoing basis. SGC approved the 2013-14 charge of the Planning Committee. <i>MSC: Kohler/Schmidt.</i> • <u>Teaching & Learning Committee (TLC)</u>: SGC reviewed the proposed charge for TLC (see attached). It was suggested that a reference to Accreditation Standard IIA be integrated into it, just as the Planning Committee incorporated language from Standard I into its charge. President Kratochvil asked that the three Assessment leads (L. Huffman, A. Sterling, and C. Goff) provide an update on the institution’s effort at an upcoming SGC meeting (December or January). The Council approved TLC’s 2013-14 charge, as amended. <i>MSC: Hernandez/Kohler.</i> 	Safety Committee proposed charge for 2013-14 Classified Senate Resolution 2013-002 Planning Committee proposed charge for 2013-14 TLC proposed charge for 2013-14
	3b.	Resource Allocation Process (RAP) – Reflection & Evaluation In the interest of time, this item was moved to the next meeting.	
4.	New Business		
	4a.	Classified Senate Resolution on Campus Safety Combined with discussion of agenda item on Safety Committee proposed charge (see 3a above).	Classified Senate Resolution 2013-002
5.	Updates & Announcements/Constituency Reports: <ul style="list-style-type: none"> • President Kratochvil: no report. • Classified Senate: Linda Kohler reported that, at the last meeting, time was spent on the safety resolution; Michelle Jackson also attended and talked about the “Unsung Heroes” aspect of the District 65th Anniversary event. On October 24th the Senate is holding a "Midterm Meltdown" carnival-themed potluck (instead of the tradition costume potluck on 10/31), and the annual soup cook-off is coming up. • Academic Senate: Ginny Richards shared that the Senate reviewed the Computer Science Associate Degree for Transfer, and is working collaboratively with District to address issues impacting students. They also elected Silvester Henderson to serve as President for a two-year term (beginning Spring 2014). • Associated Students: Upcoming events include "Dig Pink" this Friday and Club Day on October 29; they will also have activities honoring the District’s 65th anniversary. LMCAS is exploring bus passes for students, and ICC is trying to figure out ways to do community service on campus. • Curriculum Committee: Laurie Huffman reported that the committee didn’t have a quorum at its last meeting; they are considering October 30 as an extra meeting date to be used for training and content review. 		
6.	Campus Communication: Actions & Notable Items to Report from SGC <ul style="list-style-type: none"> • N/A 		