Shared Governance Council

MINUTES
May 14, 2014
2:00 - 4:00 p.m., Room CO-420

MEMBERS PRESENT: Carol Hernandez, Kiran Kamath, Bob Kratochvil, Linda Kohler, Pam Perfumo, Ginny Richards, Carla Rosas, Sandi Schmidt

Item #		Topic/Activity	Handouts/ References	Action(s) Taken
STANDING ITEMS:				
1.		**Public Comment** • N/A		
2.		**Review** • Agenda for May 14, 2014 President Kratochvil reviewed the agenda, which was unanimously approved by the SGC members. *MSC: Richards/Perfumo.* • Minutes (draft) from meeting on April 23, 2014 It was noted that the Classified Senate update had been provided by Sandi Schmidt. The minutes were approved, as amended. MSC: Richards/Schmidt.		Agenda approved Minutes approved
3.		**Old Business**		
	3a.	**Accreditation: Self Evaluation Report** • Kiran Kamath, Accreditation Liaison Officer (ALO) presented a recap and update on work to finalize the Self Evaluation Report. The process, which has been good and involved lots of dialogue – including six College Assembly sessions – is now coming to a close: all of the Standard sections are completed; the Actionable Improvement Plans (AIPs) – seven for the College, 1 for District – have been vetted and refined by the campus community; Kiran has almost finished an executive summary; the Report has been approved by all three Senates, will go to the Chancellor for review on Monday, will be on the June agenda of the Governing Board, and will then be mailed to ACCJC around August 1. Prior to approval from the Senates, the Report had been reviewed and vetted by various committee groups (e.g. SGC for Standard IV, Planning Committee for Standard I, etc…). • President Kratochvil asked Linda Kohler and Ginny Richards to share a few details about the participation of their respective Senates. Linda explained that the Classified Senate has been involved and closely following the process for the last two years; Accreditation has been included as a standing item on their meeting agendas, providing an opportunity for Standard Co-Chairs to share updates. Ginny indicated that, upon receiving the handouts/information from the last SGC meeting, there had been much dialogue within the Academic Senate. There were some concerns about several of the AIPs and "missing" Standard sections (which were later located), but the subsequent College Assembly presentation/dialogue was valuable in providing clarification and incorporating changes; the presentation to the Academic Senate was also helpful, with ALO Kamath, President Kratochvil, and many Standard Co-Chairs in attendance. Kiran shared information about student involvement via LMCAS, with multiple meeting presentations, review of all Standard sections, dialogue, and input. • The Council members voted unanimously to approve the Self-Evaluation Report. *MSC: Perfumo/Hernandez.* • SGC reflected briefly on the Self Evaluation process, with several members expressing appreciation for the approach used this time: more open, collaborative, and accessible. They found it to be much improved over the last cycle, with more updates, opportunities to participate, and useful tools (e.g., the matrix/chart developed by the Standard IV Team). President Kratochvil acknowledged Kiran Kamath for her work and leadership. In the Fall, following the Site Visit, there will be a "de-brief" meeting to identify best practices used, what worked well, strategies to change, etc…	[2014 Self Evaluation Report](#)	Self Evaluation Report approved

	3b.	**Resource Allocation Process (RAP)** • President Kratochvil provided an update on the funding decisions for RAP requests. He had hoped to send out the memo to campus already, but encountered a wrinkle with prospective implications related to some of the classified positions. He also talked briefly about the Governor's "May Revise" and its potential impact on the District and College budgets.		
	3c.	**SGC Priorities & Sub-Committees** • President Kratochvil shared a PowerPoint ("SGC: 2013-14 in Review") that he presented to the Academic Senate last Monday, in response to Silvester Henderson's request for a recap of SGC's work. Ginny Richards thanked President Kratochvil for the presentation, as it was especially helpful for the Senate leadership to see the items (type and volume) that go to/from SGC throughout the year. • In the Fall, the District Office will be conducting Brown Act training for committees and groups at each of the colleges. • Now that SGC has received a Brown Act designation (from the District, by way of a legal opinion), there will need to be a clarification of membership composition for its sub-committees; next year SGC can address, in order to have consistency.	SGC: 2013-14 in Review	
4.		**New Business**		
	4a.	**Associate in Arts Degrees for Transfer – Anthropology & Music** • Nancy Ybarra, Dean of Liberal Arts, presented an overview of the Transfer Degrees for Anthropology and Music; the materials had been provided in advance to the Council members for their review. She noted that, for Anthropology, many of the courses weren't previously in existence here and had to be developed. The group discussed the different amounts listed for faculty workload (2 FTEF for Anthropology, 6.5 FTEF for Music); Dean Ybarra will check to confirm the calculations. Neither department requires additional institutional resources to offer the new degrees. • SGC unanimously approved the Associate in Arts Degree for Transfer in Anthropology. *MSC: Perfumo/Richards*. • SGC unanimously approved the Associate in Arts Degree for Transfer in Music, upon confirmation of the FTEF amount listed. *MSC: Hernandez/Schmidt*.	Anthropology AAT Cover Sheet Template Narrative Music AAT Cover Sheet Template Narrative	Anthropology AAT approved Music AAT approved
	4b.	**Monday Meetings Calendar for Fall 2014** • President Kratochvil reviewed the proposed dates on the draft calendar, which was sent to SGC in advance. Although the first Monday of each month was usually set aside for College Assembly (to the extent possible), October 6th had been identified as a date for the Academic Senate; the thought was that it might be used for the Senate to meet with the ACCJC Visit Team, who will be on campus that week. Carla Rosas noted that Transfer Day & College Night activities are scheduled in L-109 on October 27. The SGC members made some adjustments to the proposed schedule. • The group discussed the distinction between a "College Assembly" and a "Monday Meeting," applying the "management-called" designation to meetings, making sessions available for members of the campus community to present topics, and using the timeslots for department/initiative/planning meetings because people are free then. • SGC approved the dates for the Fall 2014 Monday Meeting Calendar, as amended, by consensus.	Monday Meeting Calendar for Fall 2014 (draft)	Fall 2014 Monday Meeting Calendar dates approved
	4c.	**Student Rep Fee** • This item will be postponed for a future meeting, as it was put forward by LMCAS and no student representatives were in attendance.		Discussion postponed
	4d.	**Smoking on Campus: E-Cigarettes** • This item will be postponed for a future meeting, as it was put forward by LMCAS and no student representatives were in attendance.		Discussion postponed

5.	**Updates & Announcements/Constituency Reports:**		
	• President Kratochvil asked the Senate reps to include any feedback about the Veterans Task Force in their respective updates. • Classified Senate: Linda Kohler reported that the Senate discussed the Veterans Task Force reports, but they weren't action items on the agenda. • Academic Senate: Ginny Richards stated that the Senate reviewed and discussed the Veterans Task Force reports, but didn't take action. Part of the dialogue centered on the meaning of "accepting" or "endorsing" the reports, as people were not comfortable giving an okay for any budget allocations; there was also some discussion about the number of student veterans on campus and the amount of resources/services being identified to support them. President Kratochvil provided clarification: 1) that "endorsement" of the Task Force reports does not equate with an approval for funding, as resource requests would have to go through RAP; and 2) the number of student veterans at LMC is approximately the same as (and, in some cases, more than) other learning communities. Ginny also shared the Academic Senate's Budget Committee proposal, which had drafted by Mark Lewis (with considerable input from other faculty and Senate members); the proposal will be placed on the first SGC agenda for 2013-14. • Associated Students: no representative present. • Curriculum Committee: no representative present.	[Academic Senate Proposal for Budget Committee](#) (info item)	
6.	**Campus Communication: Actions & Notable Items to Report from SGC**		
	• N/A		