

## **Shared Governance Council**

## **MINUTES**

September 24, 2014 2:00 - 4:00 p.m., Room CO-420

MEMBERS PRESENT: Louie Giambattista, Sable Horton, Kiran Kamath, Bob Kratochvil, Linda Kohler, Demetria Lawrence, Ronke Olatunji, Ginny Richards, Carla Rosas, Tue Rust, Diona Shelbourne, Justin Simon, Keith Archuleta (presenter)

Item #	Topic/Activity	Handouts/ References	Action(s) Taken		
STANDING ITEMS:					
	Public Comment				
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2.	<ul> <li>Welcome &amp; Introductions</li> <li>President Kratochvil welcomed the students observing from Milton Clarke's class.</li> </ul>				
3.	<ul> <li>Review</li> <li>Agenda for September 24, 2014         The SGC members unanimously reviewed and approved the agenda for September 24. MSC: Kohler/Richards.         ○ Yeas – Horton, Kohler, Lawrence, Richards, Rust, Shelbourne; Nays – N/A; Abstentions – N/A.     </li> <li>Minutes for September 10, 2014         The Council members reviewed the minutes from September 10. It was noted that two sentences in item #4a needed to be corrected: 1) [Accreditation] LMCAS " wants to sponsor an activity prior to the Visit week"; and 2) [Strategic Planning] the draft Strategic Directions will be presented to SGC "at the September 24th meeting." The committee approved the minutes, as amended. MSC: Richards/Kohler</li></ul>		Agenda approved Minutes approved		
4.	Old Business				
	4a. SGC Priorities & Sub-Committees  • Accreditation – Site Visit (October 6-9)  ○ Kiran Kamath, Accreditation Liaison Officer, provided an overview of the schedule for the Visiting Team: Monday – welcome reception and campus tour; Tuesday – begin meetings (Standard Teams, Brentwood Center staff, President's Cabinet, and others), Academy visits, and an Open Forum; Wednesday – meetings with Senate leaders and committees, an Open Forum, and a 2:30 p.m. visit to SGC. During the meeting with SGC, the Visiting Team is likely to inquire about the committee's purpose and place within the College's governance structure. They may also be interested in hearing about SGC's role with RAP. Ms. Kamath also provided information and clarification about the Visiting Team process, including: validating the Self Evaluation Report, reviewing evidence of dialogue around decisions/allocations, "closing the loop," and determining improvements that it yielded. The Council also discussed the many ways the campus is gearing up for the Team Visit, by: reviewing the Self Evaluation, relevant documents, and key processes; preparing committee chairs and "meeting leads" (identified with an asterisk on the schedule); and reminding the College community that this in an opportunity to showcase all of the great things happening at LMC.	Accreditation 2014			
	<ul> <li>Sub-Committee Charges &amp; Updates</li> <li>Planning Committee</li> <li>The Council members unanimously approved the proposed Planning Committee charges put forward at the last SGC meeting.         MSC: Lawrence/Horton. Yeas – Horton, Kohler, Lawrence, Richards, Rust, Shelbourne; Nays – N/A; Abstentions – N/A.     </li> </ul>	Planning Committee 2014-15 Draft Charges			

	<ul> <li>Strategic Planning         <ul> <li>Kiran Kamath gave a brief recap of the strategic planning activities that have taken place to date and introduced Keith Archuleta, one of the two consultants helping to facilitate the process. Mr. Archuleta provided some context for the draft "Strategic Directions" SGC received in advance of the meeting, including what was reviewed/incorporated into the document (e.g. prior plans, data, retreat "Big Ideas" feedback; he also noted linkages to the College's actionable improvement plans.</li> <li>The SGC members then engaged in an in-depth, section-by-section review and discussion of the draft Strategic Directions. There was considerable dialogue about the use of certain words/language (e.g. improve, enhance, promote, nurture, ensure, institutional, reengineer, etc), expanding the K-12 reference to include middle school students, connections to other plans (e.g. Student Equity Plan), and future steps for "operationalizing" the Strategic Plan. Ms. Kamath and Mr. Archuleta captured all of the SGC feedback, which will be compiled with the input from other committees and constituency groups. The Council members were comfortable with the "essence" of the objectives and strategies, and recognized that the intent of the Strategic Directions is to provide the College with a 30,000 ftlevel view of where we want the institution to be in five years.</li> <li>The process timeline includes having the Strategic Plan appear as an action item on the December 10<sup>th</sup> agenda for SGC. In the meantime, people can send additional feedback/comments/suggestions to Kiran.</li> </ul> </li> </ul>	Strategic Planning Key Dates  Draft Strategic Directions	
	• SGC Position Paper  • Without any specific update to report about the Position Paper, President Kratochvil invited Tue Rust to expand on an earlier point he brought up about the College's governance structure and reporting relationships. He put forth the idea that some of SGC's subcommittees could report elsewhere or perhaps to the Academic Senate, if the work is related to instructional or "academic and professional matters." It was also suggested that the governance structure might require re-alignment or be "out of compliance." The Council members sought clarification about the suggestions, and had considerable dialogue on the topic. It was noted that an additional training about shared governance and 10+1 could be useful for the campus community, in order to have a better and broader understanding of roles and responsibilities in these matters. Several members commented that, although it can often be inefficient, shared governance – and the structure here at LMC – is essential for institutional decision-making, collaboration, and transparency. It was also pointed out that LMC's structure, with a Shared Governance Council – often called "College Council" at other institutions – can be found at community colleges across the State. President Kratochvil also noted that, as part of its extensive review of the Position Paper last year, SGC discussed the reporting relationships of the sub-committees and did not see a need to make changes.	2003 SGC Position Paper	
5.	New Business [no items]		
6.	<ul> <li>Updates &amp; Announcements/Constituency Reports:</li> <li>President Kratochvil reported that, following the LMCAS "Elevating Diversity" conference, two restrooms in the Science Building are being converted to "gender neutral."</li> <li>Academic Senate: no report.</li> <li>Associated Students: LMCAS is getting ready to celebrate Breast Cancer Awareness and Anti-Bullying next month. They held Club Day today, and will have the "Catch Pink" activity on October 4.</li> <li>Classified Senate: no report.</li> <li>Curriculum Committee: Louie Giambattista reported that the Curriculum Committee is working to prepare for the Accreditation Visit.</li> </ul>		
7.	<ul> <li>Campus Communication: Actions &amp; Notable Items to Report from SGC</li> <li>SGC agreed that the items worth reporting out to the Senates and other campus groups included the Accreditation update and approval of the Planning Committee charges.</li> </ul>		
8.	Adjournment		
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