

College Governance Committee Minutes

San Diego Miramar College

Nov 12, 2019 • Room N-206 • 2:45- 3:45 pm

Members: Sara Agonafer, Joyce Allen (absent), Darrel Harrison, Adrian Gonzales, Mary Kjartanson, Laura Murphy, Marie McMahon, Wheeler North, William Wyatt, Sayeh Dehestani (absent), Aakanksha Patel (absent), Sean Young.

Additional Guests: All are welcome.

A. Call to Order

- Call to order at 2:49p.m.

B. Adoption of Agenda

- Motion by Gonzales, Murphy second, agenda approved. No objection or abstentions.

C. Approval of Minutes (10/08/19) – Postponed

D. Business:

| # | Item |
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| 1 | <p>Roll-out of the updated College Governance Handbook from the Collegiality in Action Workshops: Participatory and Academic and Professional Matters Committees</p> <p>Compiled version of handbook sent out the CIA workgroup after the 10/31/19 meeting. Updates were not noted.</p> <p>North agreed to work on drafting a working copy of the handbook with Murphy.</p> <p>Murphy shared, moving forward the intent is to include the edits discussed with the CIA in the introduction, quorum and term lengths. Still need to address individual committees, include student input regarding College Council and resolve matter regarding chair component.</p> <p>Gonzales expressed the importance to reconvene the CIA group to review committees. <i>Action:</i> Will coordinate with CIA group to identify date of future meeting.</p> <p>Harrison would like to see further defined logistics of how to run a meeting.</p> <p>Murphy shared moving forward there will be a mandatory chair training.</p> <p>North pointed out the need to properly identify and process a 10+1 issue for non-academic committees. Murphy said ASCCC could assist with training for chairs to further define process.</p> <p>Discussion followed regarding quorum. Concerns were expressed about the proposed large membership of College Council Committee and potentially running the risk of not meeting quorum. Gonzales shared student’s expressed concerns regarding number of representatives for Committee. North pointed out the student’s perspective is key. Subsequently, CGC discussed concept of alternates, pointing out commitment to attend every meeting. May not be feasible for all constituency groups at this point in time. Young suggested to reduce count to three (committee members) /one (alternate) instead of the identified four (committee members) / two (alternates) to be able to move model forward. North questioned relational on number of members per constituency and number of votes per group. Each constituency group would only count once.</p> |

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| | <p>Gonzales reminded there would be further discussion of item at CEC meeting scheduled in March 2020.</p> <p>Murphy suggested to keep membership as is, but drop alternate count by one.</p> <p>Young suggested compiling a list of proposed changes and reconvene. Still have time to meet and review.</p> <p>Moving forward: Need to wait for students to have a final conversation to finalize decision.</p> <p>Murphy and McMahon pointed out importance of being able to track changes of governance handbook on website. Making sure the process is rational, transparent and with ease of accessibility.</p> <p>Wyatt suggested creating a document in GoogleDocs or SurveyMonkey.</p> <p>Wyatt requested clarity on role of co-chair for the College Council Committee. Discussion revolved around the role, rational of having a co-chair and option of a rotating annual responsibility of assignment, with option to pass.</p> <p>Murphy pointed out importance of standardization of how items are written. Would like to review possibility of removing "Authority" section in handbook. Need to identifying responsibilities for committees.</p> <p>Gonzales suggested taking requested changes to next CIA meeting.</p> <p><i>Action:</i> McMahon will create template with standard language for College Council Committee and send out to CGC members to review and approve. Second, will input information to Preamble from last CIA meeting.</p> <p>Gonzales suggested creating a PowerPoint to describe process and role.</p> <p>Murphy pointed out this can be done on website and at informative forums.</p> |
| 2 | <p>Change Proposals to BSI Subcommittee</p> <p>Representation from BSI Subcommittee unavailable. Item removed from agenda.</p> |
| 3 | <p>Establish process for managing College Governance Handbook changes and updating College Website</p> <p>Item not addressed</p> |

E. Announcements

- None

F. Adjournment

- Meeting adjourned at 3:46p.m.

G. Next Scheduled Meeting: Tue, Dec 10th, 2019

* [San Diego Miramar College 2013 – 2020 Strategic Plan Goals](#)

- I: Provide educational programs and services that are responsive to change and support student learning and success.
- II: Deliver educational programs and services in formats and at locations that meet student needs.
- III: Enhance the college experience for students and the community by providing student-centered programs, services and activities that celebrate diversity and sustainable practices.
- IV: Develop, strengthen and sustain beneficial partnerships with educational institutions, business and industry, and our community.

** [ACCJC Accreditation Standards \(Adopted June 2014\)](#)

- I. Mission, Academic Quality and Instructional Effectiveness, and Integrity
- II. Student Learning Programs and Support Services
- III. Resources
- IV. Leadership and Governance