

AGENDA

College Governance Committee Miramar College
October 11, 2016, Room N-206 2:45-3:45pm

- A. Call to Order
 - a. Volunteer note taker
- B. Approval of Agenda and Minutes (09/27/16)
- C. New Business:
 - a.
- D. Old Business:
 - a. Miramar College Governance Evaluation Processes and Timeline (All)
 - i. Review assessment forms, documents and provide clear directions and timelines for final transmission to chairs.
 - ii. Finalize implementing 15/16 survey/review with end of Fall 2016 due date.
 - iii. Begin discussing process for analyzing and summarizing committee assessments – what will the data inform, how is the data stored and used for long term needs (trends and accreditation evidence)?
 - iv. Timeline Summary (from 09/27 draft minutes)
 - 1. *For recommendations that seek committee or process changes CGC will need to receive these recommendations no later than the 3/14 meeting (to the Chair by 3/7) for Fall implementation. (This allows time for the full approval process)*
 - 2. *College Governance Committee Assessments will be submitted by 5/16 for compilation, consideration and final annual report development (summer and early Fall 2017).*
 - b. Proposed Changes to Student Services Committee (Ramsey)
 - c. Outcomes Assessment Subcommittee (Murphy)(Initial discussion/no action this meeting due to several factors)
 - i. Also review impact to Program Review/SLOAC subcommittee
- E. Committee Reports/Other:
- F. Review and compile CGC Assessment data for this meeting
- G. Next Scheduled Meeting: 10/25/16

College Governance Committee Goals

San Diego Miramar College Governance Handbook (May 2016)

The College Governance Committee will monitor, facilitate and, whenever necessary, evaluate the operation of the governance plan as outlined in this Handbook. The Committee will be responsible for the following:

1. Review governance issues for the campus and make recommendations if more than one committee should review an issue.
2. Interpret Title 5 as it applies to faculty, staff, and students.
3. Review and make recommendations regarding changes to the model as outlined in this Handbook.
4. Review and make recommendations regarding changes to this Handbook.
5. Provide an annual evaluation of the governance structure and its operating effectiveness.

Outcomes and Assessment Subcommittee

Chair Eligibility – Co-Chairs: College-wide Outcomes and Assessment Facilitator and Administration Member or Designee appointed by College President

Chair Election – Faculty: Designated by position held; Administration: Recommended by President

Chair Term – N/A

Committee Membership*

Administrators (2)	Classified Staff (2)	Faculty (6)	Students (1)
Dean of PRIELT	Administrative Services Program Review Representative	College-wide Outcomes and Assessment Facilitator	Representative
VPI	Representative from PRIELT	Student Services Program Review Committee Chair or Designee	
Dean of Matriculation and Student Development Services		Faculty Representative from each School (4)	

Charge:

The Outcomes and Assessment Subcommittee works with all divisions to ensure proficiency in the development, assessment, and use of student learning/ service unit outcomes, in order to inform the Program Review and Integrated Planning processes and to improve student learning and achievement.

Committee Goals:

1. Provide support, suggestions and feedback to faculty, staff, and administrators engaging in outcomes assessment processes.
2. Ensure that departments and units understand the importance of outcomes assessment and analysis and its role in the ongoing cycle of outcomes definition, assessment, and revision.
3. Coordinate processes with the Program Review Committee(s), to ensure effective integration and use of outcomes assessment data in program self-evaluations.
4. Facilitate the link between outcomes assessment and the integrated planning process, so that outcomes assessment data informs program and institutional decision-making and planning.
5. Sustain the infrastructure for collecting outcomes data and prepare and provide annual and ad-hoc reports for college-wide use.
6. Develop, implement and/or communicate plans for any college-wide analysis of student learning outcomes (e.g. analysis of institutional learning outcomes).
7. Review the college's self-evaluation report and ensure that college is meeting accreditation standards and completing action plans related to learning outcomes and assessment; aid in the preparation of periodic accreditation self-evaluations and reports as needed.

Committee Calendar:

Committee will meet no less than twice per month at a regularly scheduled time.

Parent Committee:

Planning and Institutional Effectiveness Committee