College Governance Committee Minutes
San Diego Miramar College
Aug 25, 2020 ● Zoom ● 3:00pm
ZOOM Invite: Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/6015942076

Members: Adrian Gonzales, Mary Kjartanson, Laura Murphy, Marie McMahon, Wheeler North, Brennan Pearson, Sean Young, Ananto Sarcowar,
Additional Guests: Ben Gamboa, Clarissa Padilla, Laura Gonzalez

A. Call to Order
- Meeting called to order at 3:02p.m.
B. Adoption of Agenda
- Adoption of agenda motioned by Kjartanson, second by Young. All in favor.
C. Approval of Minutes (5/26/20)
- Motion to approve minutes by Kjartanson, second by Murphy. Minutes for 5/26/20 approved.

D. Business:

#	Item
1	Action Item: Review status and current stage of College Website Re-design efforts and determine best action to most effectively organize and present College Governance on our Website. McMahon pleased with progress of new layout and redesigned of the college governance website. Wheeler mentioned concerns regarding the ease of navigation with the current website. Reminded the college received feedback from previous accreditations indicated the need to refine accessibility of information. This included the reminder for committees to post agenda, minutes and documents. Murphy suggested adding a generalized landing page for governance with an explanation on what it means for Miramar. Gamboa shared drafted college website, will adopt recommendation to group committees by type. Suggested for access for the governance page to be located under faculty and employees section. Timeline: pages are currently in design phase. Plan to launch at the end of October in time for spring registration. Reminder additional landing pages can be added after launch; do not have to rush to be perfect. Pearson liked the design of the new page. Sarcowar expressed concern regarding some of the current videos on the website are outdated (introduction).
2	**Review of the Updating of CG Handbook which incorporates input from Spring 2020 to generate Draft #2 of CG Handbook.** Handout developed by McMahon to ease tasks and processing of information included categorical feedback, suggestions, recommendations and actions. See item D. 4 for additional details.
3	Review Posting of all CGC materials (College Feedback files, most recent CG Handbook Draft) onto the College Website. This can be addressed when reviewing the updated website.
4	Review Fall 2020 Timeline for taking the **CG Handbook through participatory governance** process for approval by the end of Fall 2020 semester for implementation in Spring 2021. Will plan to align to-do list with timeline. Moving forward, will use the following guide to complete work - *Suggestion*: If a recommendation was not clearly stated, a suggestion will be made on how to proceed.

	Recommendation: These were direct recommendations made by the group. *Action*: Specific Actions called for by the group. *Point Person(s)*: To take the lead on specific issues as soon as possible for next CGC Meeting. To-do list and appointed individual to complete work: 1. Committee Membership Term Lengths and Limits: McMahon 2. Committee Membership and Appointments: Constituency leaders 3. Constituency Leaders to Discuss With Committees: Constituency leaders 4. Constituency Leader Discussions: Constituency leaders 5. Specific Committees: McMahon, if recommendation already noted, will move forward with item. - When something is not resolved, will move item to parking lot. Goal is to identify what the college needs in order to recognize how to move forward. All feedback with be collated and distributed by McMahon.
5	Consider planning a FLEX activity/presentation on College Governance this semester to go over basics, the intent of participatory governance process, and the laws we need to abide by as we propose changes to our structure. Recommendation to create a FLEX activity for campus regarding the process of participatory governance. Some of the recent concerns regarding committee protocol include appropriate campus notification of meetings and meeting the 72 hours requirement to post agendas. McMahon will send out drafted program for everyone to review. Event should be an informational session. North suggested adding 10 minutes presentation at senate meetings. Pearson could encourage student participation.

E. Announcements
- None
F. Adjournment
- Meeting adjourned at 4:00p.m.
G. Next Scheduled Meeting: Tue, Sept 8th, 2020

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* **San Diego Miramar College Strategic Goals Fall 2020-Spring 2027**
1) **Pathways -** Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success.
2) **Engagement -** Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success.
3) **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making.
4) **Relationship Cultivation -** Build and sustain a college culture that strengthens participatory governance, diversity, inclusion, and community partnerships

** 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