

# College Governance Committee Minutes

San Diego Miramar College

Sept 22, 2020 • Zoom • 3:00pm

ZOOM Invite: Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/6015942076>

**Members:** Adrian Gonzales, Jill Griggs, Mary Kjartanson, Laura Murphy, Marie McMahon, Wheeler North, Clarissa Padilla, Brennan Pearson, Sean Young, Ananto Sarcowar. **Additional Guests:** Channing Booth, Donnie Tran, Lisa Clarke

**A. Call to Order**

- Meeting called to order at 3:02p.m.

**B. Adoption of Agenda**

- Gonzales motioned for approval of agenda, North second, approved.

**C. Approval of Minutes (9/8/20)**

- Murphy motioned for approval of 9/8/20 minutes, Kjartanson second. Gonzales and Booth abstained. Minutes approved.

**D. Business:**

#	Item
1	<p><b>Action Item: Approve Program for FLEX Activity or Workshop on College Governance for this semester.</b></p> <p>The agenda for College Governance workshop reviewed. The first section to include: Background, Constituency Group Roles and Brown Act. The second half of this presentation will include the rollout of the College Governance handbook, draft #2, and present changes that have been recommended for the restructuring of Participatory Governance Committees.</p> <p>Suggestion was to record session so those unable to attend, will have the opportunity to watch. Will plan to obtain FLEX number for faculty.</p> <p>Projected date of workshop to be Tuesday, September 29, 2020 from 11:00 a.m. – 12:00 p.m.</p> <p>Wheeler noted there is updated language regarding the posting of governance meeting agendas and minutes due to COVID circumstances. He posted the following statement in the chat for reference: “The Executive Order imposes two conditions: Advanced notice of meetings must be provided as already required under the Brown Act. In other words, the usual agenda posting requirements (72 hours for regular meetings, 24 hours for special meetings) still apply. Please note however that Brown Act provisions allowing for emergency meetings remain in effect. The meeting notice must identify at least one publicly accessible location from which members of the public shall have the right to observe and offer public comments at the public meeting, consistent with the public’s rights of access and public comment otherwise provided for by... the Brown Act, as applicable (including, but not limited to, the requirement that such rights of access and public comment be made available in a manner consistent with eh Americans with Disabilities Act).”</p> <p>Committee agreed the campus needs to be notified of the updated language. Will plan to add to the agenda for next meeting.</p>

2	<p><b>Action Item: Release CG Handbook Draft #2 to all groups across campus for final round of input.</b></p> <p>Reviewed feedback sheet, will be shared and posted to college to provide transparency of process. Responses provide rationale for decisions moving forward.</p> <p>Discussion and changes based on feedback for several committees including: Curriculum Tech Review, Diversity and International Education and Guided Pathways.</p> <p>Grants, Initiatives &amp; Program Viability: Management expressed concern regarding language and approval of statement as it currently stands. Pearson recommended for ASG to increase student membership to two total. Murphy expressed concern regarding management comment, as everyone has been encouraged to submit feedback in writing throughout the whole process, first time they have heard of a concern being noted. Gonzales volunteered to create a workgroup to review language to be able to move forward with this section. Will include Murphy or McMahon &amp; North, Young and one additional Classified Professional, Pearson will either participate or solicit participation for two students. Gonzales will coordinate group and goal will be to discuss program viability and correct placement, need to identify common understanding of what gaps are.</p>
3	<p><b>Action Item: Create a workgroup to get input and give direction to the construction of a functional College Governance Organization Chart and Routing Flow Chart. Relate this to the current restructure for College Governance Presence on the College Website.</b></p> <p>McMahon, Gonzales, Padilla and Booth will work on layout and goal. McMahon encouraged everyone to explore alternate chart layouts. Will set up meeting to discuss further.</p>
4	<p><b>Review Fall 2020 Timeline for all CGC activities, including CG Handbook moving through governance process for approval, and other time sensitive events.</b></p> <p>McMahon will amend Fall 2020 CGC activities timeline to include upcoming workshop date and send to committee for review.</p>

#### E. Announcements

- Booth volunteer to fill vacant faculty member position for committee, Murphy approved.
- Suggestion for the College to present progress made in regards to the College Governance Handbook at the Board meeting our campus in Spring 2021.

#### F. Adjournment

- Meeting adjourned at 4:03p.m.

#### G. Next Scheduled Meeting: Tue, Oct 13<sup>th</sup>, 2020

#### \* [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**