

# College Governance Committee Minutes

## San Diego Miramar College

Nov. 10, 2020 • Zoom • 3:00pm to 4:00pm

ZOOM Invite: Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/94560485059>

**Members:** Adrian Gonzales, Jill Griggs, Mary Kjartanson, Laura Murphy, Marie McMahon, Wheeler North, Clarissa Padilla (absent – proxy: Cheyanna Morence), Brennan Pearson, Sean Young, Ananto Sarcowar.

**Additional Guests:** Kirk Webley, Adrian Arancibia, David Mehlhoff, Gail Warner, Bill Pacheco, Carman Jay, Judy Patacsil, Angela Boyd, Lisa Clarke

### A. Call to Order

- Meeting called to order at 3:03p.m.

### B. Adoption of Agenda

- Kjartanson motioned for approval of agenda, Young second, approved.

### C. Approval of Minutes (Special Meeting 10/29/20)

- Kjartanson motioned for approval of 10/29/20 minutes, North second. Minutes approved.

### D. Business:

#	Item
1	<p><b>Action: Review feedback from all constituencies regarding Final Draft of CG Handbook and make recommendations.</b></p> <p>Program Viability Review (PVR) process housed in the Program Review and Outcomes Assessment Subcommittee. Recommendation is for this to reside under PIEC as a subcommittee. McMahon will send out document. Need to call out process of PVR, and create a hyperlink within handbook.</p> <p>A comprehensive list of Operational Committees is being compiled. Will include working definition of committee and member composition in the college governance handbook. Will also indicate how Faculty and Classified Professionals can express interests in serving on all committees (Governance, Operational, and District).</p> <p>List of Co-curricular Area will be created. The term Co-Curricular also recognizes aspects that are logistical and involve various processes. McMahon will compare list of Co-curricular committees along with Operational Committees to review for overlap and will share with CGC.</p> <p>CGC recommendation for International Education is for it to be an Operational Committee, having within its charge a reporting structure that involves the DIEC and Academic Senate. Recommend membership to include DIEC members as designated members of the International Education Committee. Patacsil ensured membership currently consists of DIEC members. Arancibia shared the curriculum offered within the study abroad program does not change in subject matter in comparison to what is offered on campus. The District decides what areas the Colleges are permitted to offer international education. Emphasizing that decisions about the program are not made by members of DIEC on campus. In the past, the Vice President of Instruction used to be the one to provide recommendations.</p> <p>For Miramar international education does not only include the study abroad program, it also includes the incentive for faculty to internationalize their class syllabus. Process of recommendation and decision making at the campus level needs to be clarified. CGC requested for</p>

	additional information before being able to provide a recommendation on the group. McMahon will reach out to Arancibia and Patacsil via email for additional follow-up.
<b>2</b>	<p><b>Action: Review input and information provided regarding the Honors committee in order to resolve issues that have not yet been addressed. Recommend appropriate action.</b></p> <p>Webley mentioned meeting with Murphy a year ago regarding where committee resided, participatory, academic or operational; The recommendation was for Honors to be determined as operational, Murphy noted she still agrees with previous statement. The goal for today's discussion was to further discuss information about the Honors Committee the CGC felt was needed to properly determine which area of the governance handbook the committee belongs to and further identify terms of process and structure.</p> <p>Jay and Webley mentioned the committee should be considered operational as they follow District Office regulations and State mandates. Appointment of the campus faculty co-coordinators positions are by the Board of Trustees. The question remains of what is the specific process for selection of participating faculty members on the District Honors Committee. Gonzales mentioned following up with DGC for more answers regarding appointment of faculty. Murphy emphasized the need for District to follow protocol for appoint of faculty, they need to go through the Academic Senate. This is in effort for inclusion and equity across the campus.</p> <p>Webley reminded there is a campus wide call out at the beginning of each semester for faculty interested to teach Honors courses. Ensuring the committee on campus does not make any recommendations or determines who moves forward with process. The course approval process decides this.</p> <p>Moving forward, since Academic Affairs will no longer be part of the governance structure on campus, Webley stated it is the recommendation of the Honors Committee to report to Chair of Chairs or Student Services Committee.</p> <p>McMahon will reach out to Jay and Webley via email for additional follow-up.</p>
<b>3</b>	<p><b>Action: Identify critical elements for the Spring 2021 Implementation process and make recommendations.</b></p> <p>Tabled for next meeting.</p>
<b>4</b>	<p><b>Review Fall 2020 Timeline for CG Handbook moving through governance process for approval.</b></p> <p>Tabled for next meeting.</p>

#### E. Announcements

- None

#### F. Adjournment

- Meeting adjourned at 4:13p.m.

#### G. Next Scheduled Meeting: Tue, Dec. 8<sup>th</sup>, 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**