

College Governance Committee ~Minutes

San Diego Miramar College

Dec. 8, 2020 • Zoom • 3:00pm to 4:00pm

ZOOM Invite: Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/99265808699>

Members: Adrian Gonzales, Jill Griggs, Mary Kjartanson, Laura Murphy, Marie McMahon, Wheeler North, Channing Booth, Clarissa Padilla, Brennan Pearson, Sean Young, Ananto Sarcowar.

Additional Guests: Donnie Tran, Carman Jay, Judy Patacsil, Adrian Arancibia, Kirk Webley, Pablo Martin

A. Call to Order

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

B. Adoption of Agenda

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

C. Approval of Minutes (11/10/20)

- • Kjartanson motioned for approval of 11/10/20 minutes, Young second. Minutes approved. Padilla abstained.

D. Business:

#	Item
1	<p>Review and discuss recommended plan from Constituency Leadership and Collegiality in Action (CIA) facilitators for moving the CGH forward: Identifying key elements of CGH for further development and completion in Spring 2021. Action: Recommendations.</p> <p>Intent is to use the spring semester to work on key items in parking lot that needs to be resolved. Murphy shared CIA facilitators, Bruno and Benjamin's recommendation is to move forward with approval process for the College Governance Handbook in spring 2021. Constituency groups can move forward without pending items resolved. Once these items have been reviewed further and concerns have been addressed, can later be approved and incorporated into handbook.</p> <p>First step is for CIA facilitators to hold an information/ review session, scheduled on January 27, 2021. Open to entire campus for involvement and transparency of process.</p> <p>Murphy shared the list of items still under construction that will not be included in the final draft of the College Governance Handbook at this time. A timeline will be developed to ensure completion and insertion into the Handbook by the end of Spring 2021.</p> <ol style="list-style-type: none">1. Define and address question regarding the Honors Committee/ Program2. Define and address question regarding the International Education Committee3. Create a comprehensive list and description of Operational Committees4. Create a comprehensive list and description of Advisory Councils/ Groups5. Identify and outline how District Committees intersect with Campus Committees and Miramar's governance processes.6. Determine what "co-Curricular" means and the elements included7. Compile a list of Co-Curricular Areas in various committees and determine how to address them8. Create a Student Wellness Committee (from "Needs" committee)9. Create Classified (Staff) Hiring Prioritization Committee10. Definition of Equity

	<p>11. Management definition of what qualifies as “committee service”</p> <p>List provided to CIA leads, their recommendation was to put the following items in a parking lot: Honors, International Education, grants process and definition of equity. North motioned to accept the recommendation from CIA facilitators and constituency leaders to move forward with the College Governance Handbook as is, including parking lot items. Kjartanson second with the ability to edit items, all approve. After reviewing the list (noted above), McMahon will identify steps to continue moving work forward.</p> <p>The College Governance Handbook will likely go forward for approvals from constituency groups and CEC in March 2021. Goal is to complete the approval process by the end of spring 2021.</p>
2	<p>Action: Review latest edits to CG Handbook and ensure consensus regarding changes and recommendations.</p> <p>Everyone should have latest edition of College Governance Handbook. McMahon will send out latest copy to committee, asked everyone to provide input.</p>
3	<p>Review and discuss a revised Timeline for CG Handbook moving into Spring 2021.</p> <p>Draft timeline shared. McMahon will review further and send out to committee. CIA will also provide feedback on projected timeline.</p>
4	<p>Action: Review any additional feedback from all constituencies of CG Handbook and Identify any critical elements for CGH implementation in Fall 2021.</p> <p>McMahon recently received feedback regarding term limits. If additional action required, will bring to committee for input.</p>
5	<p>Set CGC Meeting Calendar for Spring 2021</p> <p>CGC meeting time for spring will return to the previously scheduled time, 2:45 – 3:45p.m., 2nd & 4th Tuesdays of the month. Kjartanson motions for approval of spring 2021 schedule, Pearson seconds, all in favor, approved.</p>

E. Announcements

- None

F. Adjournment:

- Meeting adjourned at 3:59p.m.

G. Next Scheduled Meeting: February 9, 2021

* [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