

Minutes
College Governance Committee
Miramar College
Feb. 9, 2016 Room N-206
2:45-3:45pm

- A. Agenda and Minutes approved (Harrison moves, Figueroa seconds for both)
- B. Guests: Daniel Miramontes, Xi Zhang, Marie McMahon, Laura Murphy and Gerald Ramsey
In attendance: Patricia Hsieh, Daphne Figueroa, Darrel Harrison, Wheeler North, Joyce Allen, Oliva Light, Adrian Arancibia
- C. New Business
 - a. Discussion with College Planners regarding Committee Assessment Tools
 - i. Daniel Miramontes (DM) presents
 1. Discusses Appendix F and Outcomes Assessment
 2. Xi Zhang discusses the participation of this governance committees in self-evaluation
 3. Laura Murphy provides insight into the order of the process
 4. Daphne Figueroa offers the idea of developing the best practices of college governance committees.
 5. DM Develop and work from the College Governance handbook to create assessment tool.
 6. LM We need to develop and write a plan for accreditation
 7. DF Perhaps standing committees can be the ones that take the lead
 - b. Discussion on the real need for Flex workshops to instruct and model “best practices” of college governance committees for all campus constituencies
 - i. For example, what is useful or necessary in minutes or agenda?
 - ii. Joyce Allen points out that these workshops need to be offered to both Faculty and Classified staff.
 - iii. Wheeler North points out that sample minutes and agendas can be offered as rubrics for committees to use as models.
 - iv. Lastly, a goal of this workshop should also include identifying the gaps in college planning
 - c. Professional Development Chair
 - i. Marie McMahon points out that this is a real need for the college
 1. Mesa and City have such a chair
 2. SWC has a 1.0 professional development chair

- ii. Daniel Miramontez asks if CGC can get a copy of the position description
- iii. Wheeler North tells committee 1/3 of schools in state have a full-time professional development faculty position
 - 1. Need to develop a vision, a plan and then the possibility of getting funding for such a position
- iv. Discussion of the need for changing the name of College Governance Committee from Staff Development to Professional Advancement
 - 1. There was a real need to rename or restructure Staff Development
 - a. This committee needs to have both Classified Staff and Faculty as Chairs
 - b. It should be geared to helping student success.
 - c. It should have some power, i.e. funding.
 - d. There is the need to develop a grant to help this committee operate at a higher level for all of campus to assure better student success.
- d. Student Services Committee
 - i. Gerald Ramsey explains that this committee needs to be restructured.
 - 1. There needs to be a change in number of members/participants for particular constituencies.
 - 2. He will bring in another handout explaining the changes and will take input.

D. Old Business

- a. Effective method for posting College Governance Materials.
 - i. Tabled
- b. Status of the Updated College Governance Handbook
 - i. Daphne Figueroa explained the edits are done.
 - ii. Revisions and links remain down though
 - iii. There will be work on these issues and a revision will be sent out.

E. Rest of items tabled until next meeting.