

Governance Review Council (GRC)

November 18, 2015

2:00 - 3:00 p.m., AC 229

Meeting Summary

Present: Marshall Alameida, Yolanda Bellisimo, Shawn Purcell, Angela Olmanson, Stephen Dargie,
(Student Rep), Seanna Villarreal, Anna Pilloton

Absent: Anna Pilloton

Note: The PGS Plan indicates: "If any governance group does not provide at least one representative for two consecutive meetings, the remaining group will comprise a quorum and can take action at the second meeting."

Minutes

- Minutes for 10.14.15—Approved

GRC Plans for Year

- Review recommendations & pass to college council
- Revise PGS
- February, March and April meet twice a month
- Spring survey-revise
- Launch Trainings in Spring

Angelina's Recommendations/Discussion

- Increased visibility
 - Used the recommendations from last years
 - Recommendations will be given to College Council-they can choose to implement as they see fit with the appropriate party's
- Providing PGS Orientation
 - Have training/info for new employees in their new hire orientation
 - Having a flex week training for Chairs of all committees
- Provide increased administrative leadership & support to the GRC
 - Idea was to have committee chairs come to the GRC meeting—
 - Yolanda suggests that this not be accepted, as the GRC evaluates the other committees, also requesting them to have to attend another meeting aside from their commitment to their initial committee
 - Marshall suggests an amendment to have a way for Chairs of other committees to be in contact with the GRC members
 - Method of contact will be determined over the year
- Consider having Chair elections prior to end of the semester

- Could be difficult to implement across all committees since many committees are made up of faculty, which poses possible schedule conflicts
- Tracking individual terms for committees on membership list/website
- Consider having assigned administrators to committees serve as interim chairs in the event the seat is vacant and until it gets filled
 - Agreed on by group
- Consider having GC committees meet at IVC or have tele/video conferencing capability
 - Agreed on by group
- Redefine quorum to mean simple majority (50%+1) of filled seats
 - If someone is absent, they can send someone to acknowledge their vote
- Delete Info related to Board Policies & Admin Procedures Task Force
 - Will be done when PGS is revised in Spring 2016
- Facilities Planning Committee
 - “Review and recommend new or revised board policy and admin procedures” adding to all governance committees
 - Must be relevant to specific committees-any changes would be sent on to the manager in charge of the particular BP or AP
- Finance Committee as a Sub-committee of PRAC and convert the IEC committee into an ad hoc committee to work through the Finance Committee
 - Waiting to hear update from PRAC
- Conduct meaningful dialogue first b/t academic & administrative leadership and then w/ committee chairs on the distinction between governance and management and mutually agree on the balance b/t the two (Include a section about this in the PGS plan)
 - Each committee should look at their charges, verify and clarify and submit any changes to the GRC for review

Conclusions

- Yolanda will type up recommendations and send off to everyone to view, to then be submitted to college council
- Tabling Budget Committee resubmissions by PRAC—to be discussed in December
- Future agenda items:
 - Ways to involve college constituents in governance committees
 - Process for committee chairs to visit GRC
 - Review recommendations from prior surveys (on PGS surveys)
 - Construct a new survey for next Fall