Governance Review Council (GRC)  
March 12, 2014  
3:00 – 4:00 p.m., SMN 305  
Meeting Summary

Present: Christine Li, Matt Markovich (Chair), Julie Oyle, Steve Petker, Joan Rinaldi, Cathy Summa-Wolfe and Barbara David (Staff Resource)  
Absent: Lance Reyes, Wendy Walsh

Agenda

1. AGENDA  
2. MINUTES  
3. PGS MEMBER SURVEY 2014  
4. PGS TRAINING AND ORIENTATION  
5. WRAP UP

Minutes

Agenda

➢ Agenda was approved by consensus, with the addition of “Question Challenge” at the end.

Minutes

➢ Minutes of 2-12-2014 were approved by consensus.

2014 PGS Member Survey

• Logistics
  ➢ Members agreed the survey should be sent out by April 25th.
  ➢ Chair Matt Markovich indicated he will take responsibility for creating and sending out the survey using Survey Monkey.

• Questions
  ➢ Members agreed to the following changes to the 2013 questions for use in this year’s survey:
    #3 - Add the Student Access and Success Committee  
    #4 - Add the Student Access and Success Committee  
    #20 – Eliminate: “Unknown” and “Other, please specify”.
    Add two more choices: “Do not know how to access information” and “Have not accessed the information”.
  ➢ Staff Resource B. David agreed to find out from Research Analyst M. Creel how much these changes are “weighting the information”.  

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**PGS Training and Orientation**

- **Issue**
  What steps should GRC take to promote openness, transparency and a full understanding of the Participatory Governance System (PGS) for the College community, despite the impact of reduced personalized training/orientation (due to lack of re-delegation of retirees’ responsibilities yet)?

  - **GRC members agreed upon the following multi-faceted solution** to promote openness, transparency and a full understanding of the Participatory Governance System (PGS):
    - Continue the creation, committee review and insertion of “Challenge Questions” about the PGS into the President’s Weekly Briefing (frequency to be finalized.)
    - Request to provide a short (5-10 min) PGS presentation (preferably fun/entertaining) at the Fall 2014 Convocation.
    - Explore the possibility of offering a PGS-oriented Flex activity.
    - Explore communication possibilities with the senates.
    - Accept ALO/Academic Senate President Sara McKinnon’s offer to email a PGS fact bullet sheet prepared by GRC to her inclusive distribution list (not including outsiders as COMall does);
    - **Chair Matt Markovich** indicated he would suggest to Executive Director of Human Resources Kristina Combs the importance of:
      - **offering PGS training to all employees** (citing GRC’s role to ensure our participatory governance system is open and transparent which requires that the College community is fully educated about it for not only the good of the managers, faculty and staff, but also for accreditation purposes since GRC distributes surveys about this topic – results of which will need to be addressed in the upcoming comprehensive Self-Evaluation accreditation report)
      - **providing PGS Manual (or link) to all new employees**, citing the following:
        - provide hard copies (which B. David could secure and send to HR) with a welcome letter (to be composed) to new managers to alert them to:
          - the page re the importance of managerial encouragement for employee PGS participation
          - the requirement to use the PGS pathway for making specific monetary requests
          - (Note: Some members preferred using links to manual instead.)
      - **possible exploration of using video PGS orientation/training for all groups at COM** (recommending “Comevo” training platform software - which the GRC student representative eagerly supported since it could be used to explain what PGS is all about with easy access to the students).

  - **Next PGS Challenge Question for President’s Weekly Briefing (non-agenda item)**
    - In response to members’ requests, **Chair Matt Markovich indicated he would draft and send out the next “Challenge Question”** entailing asking if people know how much money was approved by the superintendent/president, as requested through the PGS, for instructional equipment for either a specific or their own department.

(Agenda items may be e-mailed to barbaradavid@marin.edu)