Governance Review Council (GRC)
November 12, 2014
3:00 - 4:00 p.m., SMN 305

Meeting Summary

Present: Christine Leimer, Jason Lau, Christine Li, Joan Rinaldi, Leslie Barker and Valerie Marckwordt (staff resource)
Absent: Shawn Purcell, Steve Petker

Note: Given a student representative member was not present at this meeting, no quorum existed; and thus no votes/action were taken/agreed upon.

Agenda

1. AGENDA
2. MINUTES
3. OVERALL PGS COMMITTEE MEMBER VACANCY RATES
4. PROPOSALS FOR ADDITIONS TO PGS
5. MEETING FREQUENCY
6. PGS MEMBER SPRING 2014 SURVEY
7. PGS NONMEMBER COLLEGE WIDE FALL 2014
8. 2013-14 PGS DIGEST: GOVERNANCE IN ACTION
9. FOLLOW UP TO LAST SEMESTER’S SUGGESTIONS
10. WRAP-UP

Minutes

Agenda
• No action taken due to lack of quorum.

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Overall PGS Committee Member Vacancy Rates
(Committee vacancy and attendance tables were distributed.)
The following issues were identified by members after reviewing the committee vacancy and attendance tables created by GRC Co-Chair Jason Lau:
• Absenteeism leads to lack of quorum preventing action within committees—including the inability to approve minutes.
• There is significant absenteeism with student representatives.
• Both staff and student turnover and new hires contribute to PGS committee vacancies.
Proposals for Additions to PGS

- Concern was expressed that creating new committees may impact the overall PGS structure.
- Members discussed the possibilities of utilizing CCC Confer, video conferencing, and cloud computing to conduct meetings/approve minutes.

  ➢ **Committee members agreed that minutes could be approved by email or survey.**

Strategy Discussed:

- New student governance leaders should appoint new representatives to replace former ASCOM leaders to ensure attendance.
- Alert new ASCOM chair to recruit representatives and ensure their attendance at GRC meetings.
- Require attendance for all members at first semester committee meeting; and then possibility use remote options for participation (e.g. conference call).
- Create initial informal committees to gauge interest/need.

Meeting Frequency

- Committee members cited competing interests and frequency of meetings to be overwhelming (“death by committee/students burnout”) – especially when coupled with full-time employment, job-related committees (i.e.-search committees) and other job obligations. Informal feedback from members also indicated similar reasons for non-attendance.
- Frequent cancellation of meetings and location of meetings impact attendance.

  Strategy discussed:

  - Limit student committee appointments to one semester only to garner participation.
  - Strategic committee location distribution between IVC and Kentfield campus.

PGS Member Spring 2014 Survey

- Committee members voiced concern over objectivity of self-evaluation results.
- Members’ survey feedback also indicated difficulty in balancing both job and committee obligations.

Results of Survey Request (Non-agenda item)

- Stressing the impact and importance of committee participation was emphasized.
- Creating connections between faculty and students and explaining why inclusion is paramount (i.e., participation benefits stakeholder perceptions and aides in governance transparency) was recommended.

  Strategies discussed:

  - Request that individual committee chairs create their own committee descriptions (in layman’s terms) for recruitment of staff and students
  - For students, create strategies to promote the importance of student government and committee participation; and combat negative perceptions.
PGS Nonmember College wide Fall 2014 Survey
- Committee member suggested possible urgency to revise current structure to gather support and compile data.

2013-14 PGS Digest: Governance in Action
- The Digest’s overarching purpose is to promote transparency.
- Moving forward, create formal recommendations with quorum reached.
- Re-evaluate size of committees and check for any relationship to California Education code.
- The viewpoint was expressed that it is the responsibility of each committee chair/co-chair to ensure quorum—thus, attendance is not a centralized effort.

Follow up To Last Semester's Suggestions
- Focus on promotional area; relate how PGS committee existence benefits faculty and students.
- Question posed by committee members: Does the importance of one committee warrant the disbanding of others?
- Recruit members that possess related expertise in committee’s field. Limit meeting agenda to feasible items.

Wrap-Up
Next committee meeting: December 10, 2014.