Present: Leslie Barker (via CCC Confer), Jason Lau (via CCC Confer), Christina Leimer (Staff Resource), Christine Li, Shawn Purcell, Joan Rinaldi, and Barbara David (staff resource)

Absent: Steve Petker

Note: Although a student representative member was not present at this meeting, 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

Agenda

• Due to a variety of circumstances (including the Chair’s unexpected urgent need to travel internationally), a formal agenda was not able to be produced ahead of time. However, upon members’ reconvening for the meeting, members did agree on the need to address the agenda items from the November 12th meeting of “Proposals for Additions to PGS” and “Minutes-Review/revise/approve” for 10-8-2014.

Minutes

• It was agreed by consensus that the October 8th GRC minutes would be distributed for review by email to members and that members would reply as to whether they approve them or not.

Proposals for Additions to PGS

• The question again was raised as to whether GRC wanted to approve the addition of a new “standing” Accreditation Steering Committee and/or a new Finance Subcommittee of PRAC (both of which were described in handouts provided at previous meeting).

Discussion Points:

• Finance Subcommittee of PRAC

  It was raised that Appendix A in the Participatory Governance Plan indicates that the PGS Plan was revised in 2009 “to reflect the establishment of the Planning and Resource Allocation Committee which merged the responsibilities formerly held by the Budget and Institutional Planning Committees.” This committee was originally set up for accreditation purposes.

  o In light of considering the proposals of the two committees that were brought to us, we reviewed documentation to see how PRACs charge has changed over time and if PRACs charge is as it should be.
• **Accreditation Steering Committee:** (The work has to be done based on a 6-yr. cycle.)
  - If a “standing” committee is approved, the point was raised that since it would become subject to PGS requirements, work could get “slowed down” if attendance lagged, causing lack of quorum and ability to take action!
  - It was agreed that keeping accreditation efforts organized with an ongoing process is important!

• **Both Committees:**
  - Members agreed the reasoning for both committees is valid – but there just are not enough people at this College which has too many committees. It was questioned if all committees are necessary and whether an evaluation of the PGS committees is required.
  - The options of whether to re-consider whether these proposed committees should be approved using other “types” of committee status groups (i.e., task forces, ad hoc, etc.) was raised. *However, no agreement by consensus was reached with this approach.*

**Agreements by Consensus for Next Actions:**

• GRC Staff Resource Dr. Christina Leimer will draft a paragraph for GRC members review asking the PGS Chairs to submit their committee’s value and continuing need for their committee going forward; and after receiving GRC’s feedback, will distribute the survey to the PGS Chairs. Members requested that the question “What is the biggest challenge to achieving your charge?” be included in the draft. Dr. Leimer will return results to GRC.

• Invite the two sponsors of the committee additions to the next GRC meeting to further explain the need for the committees and answer GRC’s questions.

• GRC should implement “quick fixes” to increase participation since meetings are not being well-attended (with lack of quorums which hold up action being taken) such as the use of technology (CCC Confer, email), providing orientation/welcome packages and website links, encouraging Chairs to become more proactive with recruitment/attendance issues (i.e., encouraging use of substitutes). It was suggested that results of these actions could be examined in 6-9 months to see if progress was achieved.

**Wrap-Up**

Next committee meeting: **to be determined by GRC Co-Chairs for spring 2015** (probably Feb. 11th since Jan. 14th is Convocation Day unless Chairs select another Wed. in January for the committee to meet).