Governance Review Council
February 24, 2011
2:00 - 2:50 p.m. AC 108
Meeting Summary

Present:
Chialin Hsieh, Karen Van Kriedt, Kathleen Kirkpatrick (Staff Resource), Matt Markovich, Sharon Jones Wendy Walsh, and Barbara David (Staff Resource/Recorder)
Absent:
Victoria Coad, Xenia Zarrehparvar

Agenda

1) Agenda
2) Minutes
3) Facilities Planning Committee ("FPC")
4) Committee Quorums
5) ACCJC Recommendations
6) PGS Member Survey (Spring 2010)
7) PGS Collegewide Survey (Spring 2010)
8) Next Meeting Date and Agenda

Minutes

Agenda
Agreed to approve the Agenda (moving items #6 and #7 to become # 4 and # 5).

Minutes
Agreed to approve the Minutes of December 14, 2010.

Facilities Planning Committee (FPC) (K. Kirkpatrick)
• The revised FPC charge (which includes the creation of a Five-Year Facilities Master Plan and clarifies other FPC responsibilities) was presented to GRC for its review and approval before it goes to College Council.
  ○ Members cited the need to recommend to FPC to gather student feedback and make their decisions based on needs (i.e., student learning needs and faculty needs to promote student success).
  ○ (Members also agreed that every committee needs a feedback loop – and wants to brainstorm about this later.)
General Agreement to approve the revised FPC charge.

PGS Member Survey and PGS Collegewide Survey (K. Kirkpatrick)/ACCJC Recommendations (C. Hsieh)
• It was concluded the *PGS Member Survey* produced overall high (favorable) results, citing numerous examples (but also noted low amount of responses). The PGS Member Survey is conducted annually.
  
• For the *Collegewide PGS Survey*, a summary sheet entitled “Top Statements with Highest Level of Agreement and Disagreement from May 2010 College-wide PGS Survey” was distributed, discussed and cited as having results reflecting less satisfaction/misunderstanding of the system than the *PGS Member Survey*.
  
  o Ideas about how to upgrade the results showing the highest level of disagreement were discussed.
  
  1. *The participatory governance system is open and transparent.*
     - Pointed out the following actions taken to improve this area since the survey was distributed:
       - “Governance in Action” publication;
       - President’s Monthly Forums
     - Chialin introduced the idea of instituting a new PGS standing agenda item called “committee reporting” where committee members would report back on the work of other committees they might sit on during committee meetings.
     - Discussed the important need to inform all committee members of the president’s responses to PRAC recommendations which also supports WASC Recommendation #1.
       - Suggested to add a communications committee for PRAC but further discussion indicated the logistics of adding another committee did not support member agreement.

*General Agreement reached to recommend usage of the new agenda item “Committee Reporting” in PGS committees to College Council.*

• Other options discussed:
  
  o Responses received by PRAC regarding its recommendations (positive or negative) get publicized in the President’s Monday Briefing, the college Web site and in PGS committees via the new agenda item “Committee Reporting;
  
  o PRAC contacts the Office of Communications to disseminate its minutes on the college Web site; and
  
  o the Office of Communications also sends the PRAC minutes to *The Echo Times* (the student newspaper).

*General agreement not to send out the collegewide survey this year to allow adequate time for the results of the solutions to be evaluated.*

**Committee Quorums (K. Kirkpatrick)**

• The current PGS quorum definition was explained:
  
  o 50% of members plus 1 *and a member from each* constituency.

• Lack of a representative from each constituency can prevent committees from taking action. It is often particularly difficult to get students to attend due to school and job responsibilities.

• It is being proposed to drop the requirement of “*and a member from each* constituency” and keep the quorum at a simple 51% of the members in attendance.
It was agreed that each GRC member would poll their constituents before coming to the next GRC meeting to make a decision.

It was agreed to add this agenda item to the next GRC meeting.

**Next Meeting Date and Agenda**

It was agreed to meet next on **Tuesday, March 15, 2011** at 2:00 p.m. in HC124.

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