Governance Review Council (GRC)
October 9, 2013
3:00 – 4:00 p.m., SMN 305
Meeting Summary

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

Agenda
1. WELCOME
2. AGENDA
3. MINUTES
4. ORIENTATION/GRC CHARGE
5. CHAIR ELECTION
6. STUDENT PARTICIPATION IN PGS
7. PGS TRAINING AND ORIENTATION
8. WRAP UP

Minutes

Welcome
● GRC Chair Matt Markovich welcomed all members. Round-the-table introductions followed.

Agenda
● Agenda was approved by consensus, with agreement to add the suggested item of “ASCOM’s position on jointly incentivizing the students” (as referenced in the “Lack of Student Participation” section of GRC’S Minutes of 02-13-2013).

Minutes
● Minutes of 05-22-13 were approved by consensus.

Orientation/GRC Charge
● The following handouts were provided and discussed:
  ○ the Governance Review Council Charge (p. 17, Participatory Governance System Plan)
  ○ the PGS Committee Organizational Chart (showing GRC’s relationship to other PGS committees)
various pages from the Participatory Governance System Plan and Governance Digest which provide operating guidelines (items noted: a. quorum requirements defined on page 8 as 50% of the Council or Committee plus one and consisting of at least one member from each constituency, b. consensus and voting guidelines, including the vote requirements of 50 percent plus one needed if consensus is not possible, c. member responsibilities, involving the need to report back to constituents, d. the history of the Governance Digest: Governance in Action, the publication which provides committee updates; and the desire not to “lose the momentum” of this progress; and e. the guidelines for effective meetings (Suggested Sample Ground Rules for Meeting Operation).

Other: GRC Minutes of 05-22-2013 - PGS Member Survey – Initial Review of Results, (non-agenda item)

- Survey Item #20: Our committee’s recommendations and proposals moved through the Participatory Governance system and received a response.
  - It was noted the committee should take action due to the significant number of Unknown and Not Applicable responses to this question. (Minutes indicated “Members agreed this feedback should be sent to PGS committee chairs.”)
  - Members brainstormed how to improve this communication.

- Christine Li volunteered to explore ideas for making the PGS tracking system for proposals “live”. (Note: However, it was later agreed that Chair M. Markovich and Staff Resource B. David will first research the flow of committee proposals before proceeding to the next step of determining the most effective method for enhancing communication.)
- Since it was concluded the committee first needs more information such as a structured flow chart to see the path which committee proposals follow, Chair Matt Markovich indicated he and Staff Resource Barbara David would investigate this issue further in order to propose a solution.
- After a proposed solution is agreed upon, it was agreed that the survey feedback and the solution then should be brought to the attention of the PGS committee chairs.
- For the next survey instrument, it was recommended to attempt to clarify the nature of the “unknowns”.

Chair Election
- The committee agreed by consensus to re-elect Chair Matt Markovich.

Student Participation in PGS
- Improved Situation
  - It was reported more students have shown interest in participating on PGS committees this year (further adding there are no committee student vacancy problems now). Reasons cited:
    1. Sara McKinnon met with students early about PGS committee representation (per GRC’s action item of 5-22-2013 to inspire student participation).
2. Students want to improve their academic records.
3. Sheer mass.

**PGS Training and Orientation (including Incentives)**
- **Jointly Incentivizing Students**
  - In response to the suggestion cited in the GRC Minutes of 5-22-2013 of asking if ASCOM would be willing to jointly incentivize the students (via a monetary donation toward a gift such as an iPad), it was clarified that ASCOM has been advised it cannot use student funds for any gifts.
- **New Ideas for Incentivizing Students from GRC Student Representatives**
  - The student representatives were asked at the end of the meeting if they could provide ideas on how to incentivize PGS student participation. Ideas included the following:
    - offer jointly-sponsored sessions which teach students about academic resumes – explaining the importance/value of getting involved;
    - place simple, big PGS posters around campus (i.e., “COM needs you”) and list dates/times of committee need;
    - communicate to students they can reference their PGS experience showing increased collaborative skill in personal statement letters for employment;
    - provide reserved parking spots close to campus buildings and place signs on them indicating they are for PGS Student Participants (which also provides advertising).
  
  ➢ If any GRC members have more suggestions for inspiring student involvement in PGS, send your ideas to Lance Reyes at lancejreyes@gmail.com who will collect them and bring them to the next meeting.

  ➢ PGS Training/Orientation – GRC Chair Matt Markovich indicated B. David is awaiting an answer from President Coon as to who will be in charge of PGS training (since former GRC member K. Kirkpatrick retired).

**Other: Student Survey**

➢ Since GRC Chair Matt Markovich would like to see a student survey implemented to find out what is working and what is not, he may look into the issue – but regardless, this item should be added to the next meeting’s agenda item.

**Wrap Up**

- **Future Agenda Items:**
  - **Student Survey** (per Chair Matt Markovich)

  Please email B. David with possible future agenda items.