

College Governance Committee Minutes

San Diego Miramar College

April 10, 2018 • Room **N-201** • 2:45- 3:45 pm

Members: Sara Agonafer, Joyce Allen (absent), Alana Bermodes (absent), Darrel Harrison, Patricia Hsieh (absent), Mark Johnson, Mary Kjartanson, Laura Murphy, Marie McMahon, Wheeler North (absent), Sean Young

Additional Faculty/ Guests: Kurt Hill, Daniel Miramontez, Cheryl Barnard

A. Call to Order

- Meeting called to order at 2:56 pm

B. Adoption of Agenda

- Motion to move Item D4 to D1 to accommodate guests; agenda adopted

C. Approval of Minutes

- Minutes from 3/13/18 approved

D. Old Business:

#	Item
1	<p>CGC Workshop- April 20, 2018</p> <p>Committee discussed the CGC workshop to be held on April 20th from 10-12, with a lunch following to accommodate the ASG Exec. Murphy reported that the workshop workgroup had been developing the workshop- North was working on CGC information and Brown Act information, Murphy was creating committee packets with committee specific and governance information, and McMahon was developing the presentation. Questions were raised as to who will coordinate the meeting room, set up, and lunch. Murphy reported that in the past, President Hsieh's office had coordinated the workshop logistics and lunch, but she said she was not going to do it this time. RSVPs for lunch will be handled by Manalastas in the VPIs office and Martinez in the VPSS office. Kjartanson offered to have her clerical staff coordinate on the room and set up logistics. McMahon agreed to send out a follow-up invitation to the committee chairs/co-chairs requesting their attendance at the workshop and urging them to RSVP by Friday April 13.</p>
2	<p>College Governance Committees</p> <ul style="list-style-type: none">• District update on Brown Act- McMahon presented on the Brown Act information which included some of the material that was provided at the DGC meeting presentation on April 4th, 2018. She clarified that the only legislative bodies that were required to follow Brown Act regulations were the Academic Senate and Associated Student Government. Questions were raised as to whether governance committees were required to follow the Brown Act and McMahon reported that the district lawyer indicated it was on a case-by-case basis. It was stated (by the SDCCD Chancellor) at that DGC presentation of the Brown Act that a goal of all participatory governance committees within our district was to conduct business in an open and transparent manner, above and beyond the requirements of the Brown Act, even when not legally obligated to do so. It was also reported that starting in January 2019, electronic distribution of agendas will satisfy the 72 hour notice requirement. The Committee also discussed the intent of the Brown Act, which is to be transparent and invite and ensure participation, public debate and dissemination of information. Specifically the Brown Act was to ensure the rights of the public to: Attend; participate; record proceedings; and

	inspect records. As such, the committee felt that Miramar College should decide how it wants to function in governance, even if it is not required by Brown Act regulations. Johnson agreed to send Brown Act materials that had been presented to the ASG, as they were much more detailed and informative. McMahon shared the several pages of follow-up questions she was gathering from faculty and the CGC. Several additional questions were added to the document at this CGC meeting and will be forwarded (as directed) to Martha Strong, clerical assistant for DGC, to then be forwarded on to the District lawyer who presented the information on the Brown Act. Updates and more information will come back as questions are answered.
3	<p>Use of Taskstream for management of governance materials</p> <ul style="list-style-type: none"> • Software platforms and license renewal update- Murphy reported that this item is now a standing agenda item at CEC. She reported that the college president said the district wants the college to pay for the renewal but that the president wants the district to pay. No update on the status.
4	<p>CGC Change Proposals (<i>Standing Item</i>)</p> <ul style="list-style-type: none"> • Technology Committee- Miramontez and Hill discussed rationale for changes to the Technology Committee, specifically changes in personnel titles and desire to have a district IT representative on the committee. Questions were raised as to how proxies could be accepted (i.e. via email or only via signed form). Mc Mahon said she would look into the proxy question, as the current practice requires any member to present a signed proxy form to the committee chair at the beginning of the meeting. Email proxies do not count. <i>ACTION: Miramontez agreed to make suggested changes and bring item back to next CGC meeting.</i>

E. New Business:

#	Item
1	Guided Pathways- CGC and governance committees- Committee discussed the need to have CGC be involved in the investigation stage of Guided Pathways, as it applies to governance structures and functions and potential uses in Guided Pathways implementation.
2	Meeting minutes and improved action planning/ follow up- Committee discussed how this should be a part of the CGC workshop.

F. Announcements

- Harrison announced that the Diversity Committee will be creating stronger ties to the AFT to help further their agenda.

G. Adjournment

- Meeting adjourned at 3:48 pm.

H. Next Scheduled Meeting: 4/24/18

*** San Diego Miramar College 2013 – 2020 Strategic Plan Goals**

I: Provide educational programs and services that are responsive to change and support student learning and success.

II: Deliver educational programs and services in formats and at locations that meet student needs.

III: Enhance the college experience for students and the community by providing student-centered programs, services and activities that celebrate diversity and sustainable practices.

IV: Develop, strengthen and sustain beneficial partnerships with educational institutions, business and industry, and our community.