

Meeting Minutes
Miramar College Governance Committee
October 14, 2014, Rm L-107 2:45pm – 3:45pm

Meeting called to order: 2:45pm

Members in Attendance: Marie McMahon, Daphne Figueroa, Isabella Feldman, Wheeler North, Buran Haidar, Joyce Allen, Sara Agonafer.

Members Absent: Patricia Hsieh – Gerald Ramsey served as proxy for the administrative member.

Approval of Agenda and Minutes

The agenda was approved with the following amendments: The addition of two items to new business; the first was placed at number 1) Posting of Agenda to one singular place and the other at number 5) Name change of Governance committee from *Professional Development* to *Professional Advancement* Committee.

Guests:

The Minutes of Sept 23, 2014 were incomplete and it was suggested to postpone approval until next meeting.

New Business:

1. Membership Appointment of CGC
 - a. Discussion of concern about the college president being a member of this committee. With regard to precedence of this and if others may feel inhibited or intimidated by the presence of the college president in the meeting. It was agreed that there was nothing wrong with this and that some may feel intimidated by others present, etc.
2. No Student should serve as Chair or Co-Chair of any Participatory Governance Committee
 - a. Initially this was dismissed by some members as not being necessary to discuss, since the College Governance Handbook already excluded students from chairing committees by the qualification that only SDCCD employees can serve as committee chairs. However, it was pointed out that some students may work at the bookstore or cafeteria, i.e., for the SDCCD and therefore it would be prudent to articulate specific language that directly addressed the issue of students chairing governance committees on Miramar campus.
 - i. Motion: Students shall not be eligible to serve as a chair or co-chair of any Participatory Governance Committee.
 - ii. The motion voted on and was approved by the committee and the recommendation was made for the amendment of the College Governance Handbook accordingly.
3. College Governance awareness
 - a. After some discussion about the level of awareness and understanding of most faculty, staff and administrators regarding the flow of information or the progress through the 'system' of an item or issue on campus, there was talk of looking into an alternative types of software (perhaps similar to Taskstream or Curricunet) that could be used track an items position or progress in time. Wheeler mentioned looking into the concept of a "relational database" for tracking the sequence of progress. It was agreed that this does have an impact on student success and completion. It was suggested that we explore the important potential of a tracking system and gather more information about it.

4. Committee recommendations from Spring 2015 (Hsieh)
 - a. Tech Review Sub Committee – the question or issue of making this an official subcommittee for this committee – it was determined that any motion regarding this would first go back to the curriculum committee (the parent com of this sub com). The chair of CGC (Marie McMahon) was advised to contact the chair of the curriculum committee (Duane Short).
 - b. PIEC – Addition of campus based researcher on this committee should also go back to this committee. At the time, we do not have a researcher on our campus. This issue can be re-visited when they arrive.
 - c. The meeting was ended at 3:50pm, therefore all other items we did not get to were postponed. Items 1 and 4 on New Business of agenda were tabled. They were:
 - i. 1. Posting of Agenda to one singular place.
 - ii. 5. Name change of Governance committee from Professional Development to Professional Advancement Committee.
5. Student Representatives for this Committee:
 - a. Ask Adela about the status of student membership for the College Governance Committee. Follow up at next meeting.