

AGENDA
College Governance Committee
Miramar College

March 8, 2016, Room N-206
2:45-3:45pm

In attendance: President Hsieh, Daphne Figueroa, Darrel Harrison, Sara Agonafer, Marie McMahon, Adrian Arancibia

- A. Approval of Agenda and Minutes (2/09/16). Agenda approved Darrel Harrison and Sara Agonafer seconds
- B. Minutes approved DH and SA seconds

C. New Business:

1. Discussion with College Planners regarding Committee Assessment Tools

- The Role of College Governance Committees in Accreditation
Laura Murphy discussed the role of College Governance in relation to accreditation. She points out that there are big holes that need to be addressed. We need as a college to identify the gaps and develop assessment tools. She asks if college governance committees are functioning in a way that is effective. She points out that each committee's function should be supporting the strategic goals. She notes that the committee actions must move forward in an appropriate manner. Further, we need to establish how effective committees are. We must answer and provide evidence that they are functioning in relation to their plans and goals.
- Laura Murphy explained that we have a bit of time to finish QFEs.
- Daphne Figueroa explained we can use the handbook as a starting point to see what we have in process and then develop the needs of CGC to assure this.
- President Hsieh pointed out that we need to see how accreditation looks and sees how governance committees aid student learning and information.
- Marie McMahon noted that we need to tie this guide to the accreditation language.
- President Hsieh asks that the college avoid the scrutiny during accreditation by getting ahead to develop this process.
- Daphne Figueroa proposed we develop a task group and do a crosswalk between committee handbook and required components to create an assessment tool.
- President Hsieh also proposed the idea that after development perhaps a test the assessment tool on CGC and CEC.
- Laura Murphy explained committees should be looking at accreditation standards every year to see if we are working effectively.
- What followed was discussion about committees developing mission statements
- There was consensus Daphne Figueroa develop a task group and do a crosswalk between committee handbook and another to create an assessment tool.
- The group pointed out that there is a real concern of over-burdening folks in leadership roles.
- President Hsieh argues that the tools are nearly developed, all we need is implementation.
 - o She with Marie McMahon will lead an ad hoc group in articulating an assessment tool
 - o She proposes that Daphne Figueroa lead a group that will crosswalk the current handbook and accreditation needs and gaps.

2. Flex Workshop Proposals for College Governance Committee Chairs

- Flex workshops will be developed after the crosswalk and the tools are developed

3. Professional Development Chair on Miramar College – Finding a Committee

- Marie McMahon began discussion with the mention of accreditation language and the need to identify and address the gaps.
- Marie McMahon proposes that this be part of the committee on staff development
 - She discusses City and Mesa
 - They both have a committee with an appointed chair of professional development.
 - She suggests we restructure the staff development committee to make sure professional development committee has an appointed chair with this release time.

- President Hsieh points out that there used to be two chairs for Flex and Professional development
- There are colleges that have full time staff development positions
- Marie McMahon is recruiting to see if they want to participate in the developing this.

4. Proposed Changes to Student Services Committee

- Tabled to next meeting.

5. Staff Development

- See Item 3 above.

6. Research Sub-committee's Governance Committee Recommendation Reporting Form

- Tabled to next meeting.

D. Old Business:

5. Effective Method for 'posting' of College Governance Committee Materials.

- President's office is responsible.

6. Status of Updated College Governance Handbook (Review):

For presentation and adoption at College Executive Committee (CEC)

- It has been posted.
- College Governance handbook will now be held by President Patricia's staff after Daphne ends

E. Committee Reports/Other:

F. Next Scheduled Meeting: May 10th, 2016.

Adjournment: Sara Agonafer motions, consensus