GOVERNANCE STEERING COMMITTEE
TUESDAY, DECEMBER 12, 2017
Meeting Summary

PRESENT	GOVERNANCE STEERING COMMITTEE	REPRESENTING
X	**Selina Boria**	**Executive Assistant to the President** *(ex officio, non-voting)*
	Selina Boria	**Forum Moderator** *(ex officio, non-voting)*
X	**Margaret Wong**	**Parliamentarian**
X	**Greg Mullaney**	**Learning Council** Representative (Chair)
		Learning Council Representative
	Tetteh Abbeyquaye	*Learning Council Alternate*
X	**Juliana Esposito**	**Operations Council** Representative (Chair)
	Kristy Glover	Operations Council Representative
X	*Deb Fratturelli*	*Operations Council Alternate*
X	**Byron Thomas**	**Diversity Council** Representative (Chair)
	Terri Rodriguez	Diversity Council Representative
X	*Brenda Safford*	*Diversity Council Alternate*
X	**Kristen Proctor**	**Student Services Council** Representative (Chair)
X	**Flo Lucci**	Student Services Council Representative
	Laurie Behrmann	*Student Services Council Alternate*
	Betsy Zuegg	**Faculty Senate** Representative (President)
	Anne Shull	Faculty Senate Representative
	Mark Bates	*Faculty Senate Alternate*
X	**Ed Reitz**	**Student Senate** Representative (President)
		Student Senate Representative

Agenda Items:

1. **Approval of minutes** – Upon a motion duly made the minutes of the November 14, 2017 meeting were approved.
2. **Updates from the Chairs** – Prior to updates, the group introduced themselves and welcomed newcomer and new Learning Council Chairperson, Greg Mullaney
    a. **Learning Council** – Greg reported the Learning Council has been busy and 30 course revisions and additions were approved at their last meeting. Thirteen were from the School of Business, Engineering & Technology, 11 from Healthcare and 6 from Humanities.
    b. **Diversity Council** – Byron shared some key objectives as they move into the next semester, beginning with emergent issues like supporting students from Puerto Rico and challenges they face. This involves the need for an informed infrastructure and process. It was noted there are 8 students in the pipeline and one issue noted involves the need for more Spanish speaking campus representatives to offer support. Ed Reitz inquired about a campus wide coat drive for students from PR & Virgin Islands. Someone shared the possibility of a state-wide drive.

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Brenda questioned as to why 'Spanish' was not included on the new campus wayfinding signs as it is the 2nd most popular language on campus. In addition, the Council addressed the need for training throughout campus to align with the president's idea that diversity is everyone's business and not just that of one individual or office.

There was conversation around the new Welcome Center and suggestion to have more multi-lingual workers at the Center. Everyone liked the idea of having Work Study bilingual students work shifts. Selina will discuss with Karen Grant and E-team about the possibility.

c. **Operations Council** – Juliana reported there are several policies still under review, such as the Green Building and Vehicle Use policies. Juliana noted that they need Steve Zisk's input on these and they will continue to work on them next semester. Open member seats were reviewed again so the call to campus can go out to fill open seats on all councils.
d. **Student Services Council** – Kristie P. reported the council did not meet last month due to no immediate policies to review. Two new policies were discussed which the council will address at future meetings 1) Procedure for student death on campus 2) Notification to students/campus personnel about a death on campus. Kristie also inquired about the Personal Care Attendant Policy which was never put forth to the Governance Steering Committee back in 2015. Selina will research previous meeting notes and agendas to confirm if it did continue through governance.
e. **Faculty Senate –** no representatives present (Last day of classes/ finals beginning)
f. **Student Senate** - Ed shared the last Student Senate Meeting was a well-earned luncheon and celebration for the end of the semester.

   Initiatives still ongoing involve **Diversity Week** – the week of 4/17-4/20 with Wed 4/18 designated to the Pride Alliance – "Rainbow Day". He noted Ahlam Abdelkadar is the Chair of the Diversity week planning committee.

   January 8th and 9th are **Orientation Days** for the Spring 2018 semester.

   Selina shared the **Inauguration** date of Friday, April 13, 2018 and requested feedback about cancelling classes for the day. Greg expressed concern for Early Childhood Education students and that Fridays are Practicum days from 8am to 1pm. It was discussed that even if classes cancelled, these students are still

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welcome to attend their Practicums, as to not lose time or have to schedule make-up sessions. There was discussion around different starting times for the ceremony from 10am to 1pm to accommodate varying schedules. Selina is waiting for feedback from VP Schoenfeld about how many classes may be impacted.

3. **Other Business:**
    a. **Governance Survey Review** – the results of the recent NEASC survey were shared with the Committee. Conversation around the various comments in the survey were discussed. Ed Reitz inquired as to whether it was sent out to students. Selina said she would follow up. (as a follow up, the email and link with the survey were sent to Institutional Communications to share with students on November 8th, 2017). There was discussion about more availability to other campuses to participate. Several members shared they have used conference calling often to include off campus participants or those unable to be present in person.
    b. **New Policy Discussion** – These were discussed during the various council reports.
    c. **Diversity Caucus Webinar** – Dr. Jamie Washington on Racist Messages on Campus: Respond, Recover & Rebuild from Vandalism, Symbols & Slurs – January 23rd 2-3:30pm in Social Justice Community Space (HLC101)
4. **Next Forum:** All College Day, January 16, 2018, 8:00am to 11:30am
5. **Next Meeting:** Tuesday, **February 13, 2018,** 3 pm, **Monks Room**

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