

**GOVERNANCE STEERING COMMITTEE**  
*Meeting Notes*  
**TUESDAY, March 10, 2020**  
**Admin B03 at 3:00 P.M.**

**Meeting called to order at 3:00pm**

**Attendees:** Selina Boria, Margaret Wong, Juliana Esposito, Patrick Printz, Byron Thomas, Kristie Proctor, Tiger Swan, Nicole Dellasanta, Jorgo Gushi, Andreana Grimaldo, Laurie Behrmann, Judy Colson

**Introduced Andreana as Chair of Learning Council**

**Agenda Items:**

1. **Minutes** of the GSC meeting of February 11<sup>th</sup> were edited and **approved**.
2. **Old Business:**
  - a. Student Code of Conduct (<https://www.qcc.edu/student-handbook/student-code-conduct>) – new statewide system implemented. Jorgo shared students have access to the complaint form, not just faculty/staff. Link was originally in intranet and working to have it on the website.
  - b. Policies:
    - i. **Telecommuting Policy**- Juliana updated group on Operation Council reviewing policy. Kristie noted she has a telecommuting employee in her area. She will share the policy and agreement. Some departments have own policies. Emergency planning for coronavirus was discussed.
    - ii. **Emeritus Policy Update** – Judy Colson shared an overview of the changes to the Professor Emeritus Policy made by Faculty Senate (made up of F/T, PT, non-teaching faculty (librarians)). She gave background and since librarians/non-teaching faculty are members of faculty senate they are proposed to be included in the policy. Other state's have included librarians. Group discussed lab assistants/techs? Some are AFSCME, NUPs, MCCC. – will not be included in this policy. Section 6.0 add something about librarians to be on the committee. New wording proposed (get from Kristie). Will re-distribute to GSC.
    - iii. **Emeritus Selection Committee** –Jorgo recommended Dadbeh Bigonahy to join Committee. Current members whose terms expired on the ESC confirmed they are willing to continue in the role - Steve Zona and Doe West.  
***Upon a motion duly made the Steering Committee voted to appoint Steve Zona and Doe West to the Emeritus Selection Committee.***
    - iv. **Social Media Policy** – Ops Council still in review process.
    - v. **IT Acceptable Use Policy**- Ops Council still in review process.
  - c. **Governance Review** - Selina to meet with VP Keane to discuss next steps and accreditation requirements.
3. **Updates from the Chairs**

- a. **Student Government Association** – Jorgo gave update on state-wide student meeting from last week which included leaders from other community colleges. SGA hosting a Talent Show – April 24<sup>th</sup> – 4 to 6pm in Hebert Auditorium. Looking to change constitution to allow SGA leadership to be p/t or f/t students due to high percentage of p/t students and we are a commuter college. Opens the pool for more options. Also looking to change for Student Trustee requirement. Working with Matt Noyes at the DHE to change MA General Law to allow part-time students to serve at Student Trustee. President Switch Day went well and was successful.
- b. **Learning Council** – Andreana Grimaldo, new Council Chair. LC accepted the emergency approval for December 2019. Andreana reported Tim LaFountaine spoke about new English 093 course and was accepted. Betty spoke about the new Natural Gas Field Tech certificate and the 4 courses, grid and program page all approved.
- c. **Diversity Council**- Byron noted more members in attendance, discussed distinction between the different diversity groups and their focus on policies. Focused on membership and representation of different constituencies to represent issues of diversity from their areas (AFSCME, faculty, NUP, etc.). Each person bring back a priority related to their constituency. Challenges around bathroom signage and working on an update from Jim Racki. Make sure new Athletic Center considers gender signage if new project approved. Christina Sanders shared her student perspective.
- d. **Operations Council** – shared update above with policy overview.
- e. **Student Services Council** – Jason Kurland attended and updated Council on Student Code of Conduct. Connecting with Steve Zisk about water in Southbridge and doing a cost analysis around filling stations or plumbing. Still considering water bottle filling stations here.
- f. **Faculty Senate** – In addition to Emeritus policy, Judy reported they are preparing for faculty senate elections (seats are for 2 years). Nominations will be taken in March. Instead of a faculty staff conference in Cape, they are holding more local events. First event is a trivia night coming soon. Judy shared the Leadership Meeting information to Faculty Senate. OER is a focus for students and faculty who have access to OER have been using them. Quality materials are important. Adjunct faculty space considerations discussed and important to address.

**4. New Business:**

- a. Emeritus Selection Committee – see note above

**5. Next Forum:** Tuesday, April 7, 2020

**6. Next Meeting:** April 14, 2020, 3pm, Admin B03

**7.** Meeting adjourned at 4:02pm

***Meeting notes respectfully submit by Selina M. Boria, Governance Steering Committee Chair***