

GOVERNANCE STEERING COMMITTEE
TUESDAY, MARCH 12, 2019
MONKS ROOM at 3:00 P.M.
MEETING SUMMARY

<u>PRESENT</u>	<u>GOVERNANCE STEERING COMMITTEE</u>	<u>REPRESENTING</u>
X	Selina Boria	Executive Assistant to the President (<i>ex officio, non-voting</i>)
	Selina Boria	Forum Moderator (<i>ex officio, non-voting</i>)
	Margaret Wong	Parliamentarian
	Greg Mullaney	Learning Council Representative (Chair)
		Learning Council Representative
		<i>Learning Council Alternate</i>
X	Juliana Esposito	Operations Council Representative (Chair)
	Patrick Prinze	Operations Council Representative
	David Shapiro	<i>Operations Council Alternate</i>
X	Byron Thomas	Diversity Council Representative (Chair)
X	Terri Rodriguez	Diversity Council Representative
		<i>Diversity Council Alternate</i>
X	Kristen Proctor	Student Services Council Representative (Chair)
X	Laurie Behrmann	Student Services Council Representative
X	Kirsten Patey	<i>Student Services Council Alternate</i>
X	Judy Colson	Faculty Senate Representative (President)
	Tiger Swan	Faculty Senate Representative
		<i>Faculty Senate Alternate</i>
	Stephanie Teixeira	Student Senate Representative (President)
X	Jorgo Gushi	Student Senate Representative

Agenda Items:

1. Once a quorum was present and upon a motion duly made, the minutes of the GSC meeting of November 13, 2018 were approved.
2. **Old Business:**
 - a. **Emeritus Policy Update** – this item is on the agenda for the next Faculty Senate meeting and they will discuss idea of adding librarians. Kirsten Patey volunteered to fill the final seat on the Emeritus Committee. Upon a motion duly made, the GSC members voted to approve Kirsten Patey. (Post meeting follow-up: Due to further review of the current policy, the membership of the Emeritus Committee needs to be 5 full professors and 1 administrator, therefore Kirsten is not eligible. Judy Colson is reaching out to another faculty member to fill the vacancy).
 - b. **Suicide Prevention Protocol** – has been reviewed by the SSC Council and Legal Counsel, Ken Tashjy. It is a statewide policy and does not require College approval. Kristie will share with the GSC members once final logistical information is finalized and there is a plan to roll it out to the College.

- c. **Communication Policy** – Reviewed by the Faculty Senate and it was agreed it is covered by the Student Learning Outcomes and the old memo on the website under Policies will be removed. No longer relevant.
- d. **Social Media Policy** – Operations Council reviewed it and it is currently with Josh Martin in Institutional Communications for review. Once reviewed by Josh it will be forwarded to GSC.
- e. **IT Acceptable Use Policy** – Operations Council reviewed it and it is also being reviewed by the IT Department before coming to GSC for approval.
- f. **Student Grievance Policy** – SSC replaced language which had Lillian listed originally, and now it has Liz Woods added in all appropriate locations. Kristie will bring it forward to next GSC. No actual policy change, just procedural change of command update.
- g. **Alcohol and Drug Policy**- Reviewed and submitted by the SSC and this policy will replace the two separate polices for students and employees. A few logistical items were discussed and corrected and if any Council has any further feedback prior to the Forum, they will let us know and the policy presentation to the Forum can be postponed to May.

Upon a motion duly made the GSC voted to forward the policy to the All College Forum for approval.

- h. **Smoke-Free Environment Policy** - Kristie reviewed changes to include E-cigarettes. Some edits were made and one paragraph under sanctions was moved to procedures. The group agreed on these changes.

Upon a motion duly made the GSC voted to forward the policy to the All College Forum for approval.

[Both drafts of the Alcohol and Drug Policy and Smoke-Free Environment are posted on the policies page of the website under proposed policies.]

3. Updates from the Chairs

- a. **Learning Council** – no members present
- b. **Diversity Council** – continued review of key policies, such as the all gender restrooms, and others.
- c. **Operations Council** – IT Acceptable Use Policy and Social Media Policies discussed above. Once finalized they will be forward to the GSC and other Councils to review.
- d. **Student Services Council** – Kristie gave an update to a previous discussion about students selling items on campus. It is published in the handbook that selling has to be pre-approved, but is allowed.
- e. **Faculty Senate** – Judy Colson talked about faculty communication and communication across campus in general. For example – more inclusion by faculty in grants and grant applications. Dr. Pedraja attended last Senate meeting. They began discussing governance in general on campus, specifically the committee list and the abundance of committees outside of governance.

The GSC will continue to look at the governance structure and other committees to help improve campus-wide communication.

- f. **Student Senate** –Jorgo reported the students meet weekly. In early January they voted to approve their name be changed to **Student Government Association** to better align with other state colleges and universities. Selina noted this will be announced at the next Forum and changed in publications. PHENOM Advocacy Day - March 21st in the state house - to meet with State Reps and Senators to discuss issues and concerns. Five reps from SGA attending. Alternate Educational Resources Campaign supported by the SGA. A new student Ethics Code now approved by the SGA. Additionally they had constitutional changes to reflect the President of the SGA needs to be a full time student. March 16th and 17th will be SGA President and Student Trustee election. (12 credits for full-time).
- 4. New Business:**
- a. **Campus Committees** – This was discussed during the Faculty Senate report.
 - b. **Spring Elections** will take place in April to fill all open seats on Councils (alternate seats to last year).
 - c. **Governance Review** – group discussed reviewing the current system. Juliana reminded the group that we conducted a campus-wide governance survey in October 2017 and to look at those results again. There was discussion of how to incorporate other committees like Program and Process and Enrollment Mangement as these are both 2 groups that seem to be central to communication and information sharing. This will continue to be reviewed and discussed.
- 5. Next Forum:** April 2, 2019, 2pm, HLC109AB
- 6. Next Meeting:** April 9, 2019, 3pm, Monks Room

Meeting adjourned at 4:00pm