

**GOVERNANCE STEERING COMMITTEE**  
**TUESDAY, APRIL 9, 2019**  
**Meeting Notes**

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

**Meeting called to order at 3:05pm**

**Agenda Items:**

1. Upon a motion duly made, the minutes of the GSC meeting of March 12, 2019 were approved.
2. **Old Business:**
  - a. **Policies:**
    - i. **Emeritus Policy Update** – ongoing with Faculty Senate
    - ii. **Communication Policy** – the new General Education Policy was shared and requested to go to each Council for review.
    - iii. **Social Media Policy** – Review ongoing with Josh Martin
    - iv. **IT Acceptable Use Policy** – Policy still under review and may be ready for the GSC in May.
  - b. **Governance Elections** – The group reviewed the draft Call for Nominations, edits were made and it will be sent to QCCFamily to fill open seats on all governance councils.
  - c. **Governance Review** – Margaret shared some background and noted the original idea behind new governance structure was to improve communication on campus, but now so many committees have popped up and are still being created, which has weakened effectiveness of the current shared governance system. This leads the group to review the governance system again. The current structure was to get full communication and

participation, but it has not worked out that way. Need buy in from top to allow employees to be released from work to attend council meetings. Chair has a large commitment. Juliana will share governance examples from other schools. It was noted that release time is built into the Faculty Senate representation, but not for other councils and the work they do. Since voluntary, it is hard to keep it as functional as it should be, however, if Governance is part of paid work there may be more buy in. It was also shared that the original primary existence was for large goals of the college and not just policy. To be used as a grounding communication structure. Needs more reporting out campus-wide. Revitalize communicating out. It is currently not on people's radar to bring ideas to governance steering and this needs to be communicated better. The group agreed to look at other structures and review – the Steering Committee will be tasked to review the current system. Patrick shared a connection with the Strategic Plan and improving communication as an objective, which is being worked on.

### **3. Updates from the Chairs**

- a. **Learning Council** – no members present
- b. **Diversity Council** – met today. Single use bathrooms discussed relative to signage, code requirements to update plumbing. Byron will discuss with Jim Racki. Having information readily available with better signage of where gender-neutral bathrooms are located. He noted that Gaelan presented the General Education Policy, which is going out to all councils for review. Additionally, they discussed issues with student conduct, especially ELL students and students of color experiencing excessive discipline in public schools. Would like an office specifically for ELL students who can speak with an advocate and assist with the process of addressing concerns. International Office discussed or an international advisor in advising, who focuses on these services. Selina or Brenda/Byron will bring it forward to President Pedraja. Look at Strategic Plan to see who is champion of that area. Mishawn did the work previously.
- c. **Operations Council** – Covered policies reviewed above.
- d. **Student Services Council** – Three policies have gone through this year – the Smoke-Free campus and the new iteration of the Drug and Alcohol Policy. Current discussion moving forward is to intentionally collect emergency information to be compliant with the Suicide Prevention Protocol.
- e. **Faculty Senate** – Tiger noted they discussed the two new policies about electronic cigarettes. Michelle Tufau attended their last meeting to discuss the Title III Grant. The leadership team meeting with Eteam was discussed as far as improving communication between faculty senate and the President and VPs. Also discussed the VP of Academic Affairs Position.
- f. **Student Senate** – no students present

### **4. New Business:**

- a. **Governance Presentation at Faculty Retreat in May-** Selina presented the idea and the group agreed, it would be an opportune time and place to present governance history at QCC, how it came to be, where we are, ways to improve and where we want it to go. NT or Lisa Cook may be good references for history.

**5. Next Forum:** May 7, 2019, 2pm, HLC109AB

**6. Next Meeting:** May 14, 2019, 3pm, Monks Room