

GOVERNANCE STEERING COMMITTEE
TUESDAY, OCTOBER 10, 2017
MONKS ROOM at 3:00 P.M.

<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
x	Brenda Safford	Learning Council Representative (Chair)
		Learning Council Representative
	<i>Tetteh Abbeyquaye</i>	<i>Learning Council Alternate</i>
x	Juliana Esposito	Operations Council Representative (Chair)
	Kristy Glover	Operations Council Representative
	<i>Deb Fratturelli</i>	<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	Flo Lucci	Student Services Council Representative
x	Laurie Behrmann Ann Panetta	<i>Student Services Council Alternate</i>
x	Betsy Zuegg	Faculty Senate Representative (President)
	Anne Shull	Faculty Senate Representative
	<i>Mark Bates</i>	<i>Faculty Senate Alternate</i>
x	Ed Reitz	Student Senate Representative (President)
		Student Senate Representative

Meeting called to order at 3:05pm

Agenda Items:

1. **Approval of minutes** of the GSC meeting of September 12, 2017
 - a. **Motion made and 2nd - approved**
2. **Vacant/Open Seats on Councils**
 - a. Student Representatives- Ed Reitz will send names of students signed up for Councils. Councils will send updated names as well for the 2017-2018 Governance Guide to be updated. Learning council needs a student as well. Operations Council has 2 student seats.
 - b. Diversity council has an at-large seat open. Brenda reported that she requested for a new Chair for the Learning Council, but no one has stepped up yet – Brenda will update.
3. **Updates from the Chairs**
 - a. **Learning Council** – Brenda reported she is actively recruiting nominations for the Chair of the Learning Council which she is vacating. No nominations yet. Brenda

shared there was an approval for the School of Business to add 2 new courses Humanities 256 and Math ?.

- b. **Diversity Council**- Byron shared the Council is moving forward from the Forum with Dr. Pedraja's vision and is working on a joint meeting with Council and Caucus and gain a better sense of a joint committee, who to be included etc.
- c. **Operations Council** (Review E-mail and Wireless Network Access Policy)- Juliana reported the Council has not met yet. The Email and Wireless Network Access policies were distributed with no changes (re format only). Kristie brought up issue of ipads purchased by grants and not being supported by IT and Help Desk. They are not privately owned, but college owned. They can sign into network, but not maintained by IT. It was noted this is due to untrained staff on apple products. Juliana will bring it to the Operations Council for discussion.
- d. **Student Services Council** (Review Policy on Student Petition Process) – Kristie reviewed the Council's approved policy on the Student Petition Process. The Policy will go to the Forum in November and reviewed by E-team. Section 3.0 was blank. Should stay 'students'. Involves registrar's office. Jackie Guittar, replaced Dan Daly, but will now replace Pam Hawkins. Kristie requested other policies for her Council to review.
- e. **Faculty Senate** – Betsy gave an update and shared feedback of the spring retreat, evaluation and workshops. Feedback was good – theme was 'Spirit of Change'. It was held in a new location, and all enjoyed new venue and event. There were workshops with the whole group and facilitated conversations. Opening workshop went over strengths, concerns, and what do we want new administration to know and what is important. Betsy has followed up with President Pedraja. The Early alert program was one topic and participation on campus-wide initiatives such as the student success task force. She shared they are also involved with the campus tour photo project. It is a video tour walk through campus with faculty participation. Additionally, they are supporting Ken and Susan with the strategic planning sub-committee and faculty focus groups.
- f. **Student Senate**-Ed Reitz reported that all officers have been voted in. There are 10 senators plus 1 on Southbridge campus. They have set a date for spirit week – November 6-9. There will be a big event on the 8th in gymnasium – he is looking for ideas around festival with food, games, and activities. Michael Beane checking on gym availability. Open to any student participation. Brenda inquired about any student feedback on cafeteria. Ed shared, so far all positive and good reviews from students. Environmental improvement on paper instead of Styrofoam. Plus things are more sanitary, and handicap accessible.

4. Other Business:

- a. Survey/Governance Review- Selina shared and reviewed the survey and added questions and cleaned it up. She will follow up with E-team and work with IRAP for it to go to QCCFamily in November.
- b. Forum Topics- Selina requested people to brainstorm for future ideas. It was noted that Accuplacer will be changing in the future (Liza or Laura) – when it occurs, it would be good to give a heads up on changes. Idea shared of inviting a couple of presenters who touch on short changes. Commonwealth commitment and MassTransfer – Dan de la Torre and Beth Fullerton. Selina will inquire with Dan about presenting at November to update faculty.
- c. Future Commencements – Selina brought up the idea of moving Commencement a week early, however it would conflict with the faculty retreat. It was then discussed about moving Summer 1 back a week instead to alleviate conflict of cancelled classes and to allow more returning 4 year students to enroll, especially those looking to supplement their curriculum. Many returning students don't have time to register and then classes are cancelled. The turnaround is too quick. Selina will share this with E-team.

5. **Next Forum:** November 7, 2017, 2 pm

6. **Next Meeting:** Tuesday, **November 14**, 3 pm, **Monks Room**

Meeting adjourned at 4:05pm.