# QCC Governance Steering Committee Meeting

**Date:** November 10, 2020

### Committee:
- Governance Steering Committee

### Chair:
- Selina Boria

### Note Taker:
- Name: Selina Boria
- Extension: 4368

### Attendees:
- [x] Selina Boria
- [x] Terri Rodriguez
- [x] Nicole Della Santa
- [x] Margaret Wong
- [ ] Brenda Safford
- [x] Armela Xhindole
- [x] Barbara Zabka
- [ ] Kristie Proctor
- [x] Shauna Connelly
- [x] Juliana Esposito
- [ ] Jason Kurland
- [ ] Meredith Stone
- [x] David Shapiro
- [x] Laurie Behrmann
- [x] Michelle Savrann
- [x] Patrick Printz
- [x] NT Izuchi
- [ ] Tiger Swan
- [x] Byron Thomas

### Observers:
- None

### Resource Persons:
- None

### Special Notes:
- Guide to Governance - [https://www.qcc.edu/college-governance/guide-governance](https://www.qcc.edu/college-governance/guide-governance)

### New Business:
- Governance Website - [https://www.qcc.edu/college-governance/guide-governance](https://www.qcc.edu/college-governance/guide-governance)
- Election of a GSC Chair - Upon a motion duly made, Selina Boria was elected GSC Chairperson
- Notetaker - Selina will take notes with assistance on a rotating basis.

### Old Business:
- Telework Policy/Work from Home – will be focus of the Operations Council this year
- Social Media Policy - under review in marketing department
- IT Acceptable Use Policy - under review in marketing department
**Topic 1  Operations Council**

**Discussion:** Met last month to elect Chair, Reps, Alternate and Note taker.

Two policies - IT and Social media still under review. Snow days and COVID impacted meetings last year. This year’s focus will be the telecommuting policy.

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<th>Action items: Telecommuting Policy priority</th>
<th>Person responsible:</th>
<th>Deadline:</th>
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<tr>
<td></td>
<td>Juliana</td>
<td>June 2021</td>
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**Topic 2  Student Services Council**

**Discussion:** Still have an open faculty member seat. Tara Rudolph attended as a student rep, but moving to the Diversity Council. Kristie Proctor as Chair, Jason Kurland Rep and Laurie Behrmann as Alternate. Meeting addressed student engagement especially around remote operations. Listening to student voice and struggles is important and it was noted they want personalized services and talking face to face vs. email.

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<thead>
<tr>
<th>Action items: Student Engagement, Zoom fatigue, etc.</th>
<th>Person responsible:</th>
<th>Deadline:</th>
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<td></td>
<td>Kristie Proctor</td>
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**Topic 3  Faculty Senate**

**Discussion:** NT reported out - discussing a possible Zoom policy, student behavior on Zoom. Is there a college wide policy for student participation remotely? Also, make sure the different committees within Faculty Senate are populated with membership. Also, ensure College-wide representation by faculty across campus. The different remote modalities and confusion of courses has been discussed. VP Keane sent updated definitions.

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<th>Action items: Zoom etiquette, student behavior and faculty representation</th>
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<td>NT Izuchi</td>
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**Topic 4  Student Government Association**

**Discussion:** Met to hold elections and fill executive board. Discussing a survey to students about remote and helpfulness by faculty, especially in labs and group projects. Labs at home difficult. Water bottle issue on campus was on hold from spring.
Action items: Student Survey

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<td>Armela and Shauna</td>
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**Topic 5  Learning Council**

**Discussion:** Barbara reported out. Postponed Chair Election due to Andreana on leave and Michelle and Meredith will serve as temporary Representative and Alternate, along with Barbara as a Representative. Several curriculum proposals and revisions passed. Auto Tech, CIS, new CIS program option, revised math, Rad Tech and computer tomography program.

**Conclusions:** Curriculum will go to the BOT for approval in December.

Action items: Curriculum

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<td>Barbara &amp; Michelle</td>
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**Topic 6  Diversity Council**

**Discussion:** Byron reported out, Chairs, Reps and Alt all selected. Set goals today with a focus on the Council’s mission statement and if it functions the way it should with involvement in policies around the college. The process to review policies not included. Discussed President’s equity initiative and campus climate. Talked about branding/marketing the Council. It was discussed with Governance Review process to kick-off, now is the time to make changes to Council mission statements and duties.

Action items: DC mission statement for governance review

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<td>Byron</td>
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Meeting Adjourned at 3:50pm

Note submitted by Selina M. Boria