# QCC Governance Steering Committee Meeting

**Date:** December 14, 2021

## Committee:
Goverance Steering Committee

## Chair:
Selina Boria

## Note taker:
Name: Selina Boria  
Extension: 4368

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

## Observers:
No others in attendance

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

## Old Business:
- **November 9, 2021 Meeting Notes Approved**

  Governance Survey - [Link to 2017 Survey results](#). Selina shared the questions and will email to the group. Process on hold for creating and issuing a new survey until the NECHE Standards Team is formed. One faculty member and one staff member will be appointed as Co-Chairs for each Standard. Barbara shared a policy tracking document that was used during the last NECHE accreditation cycle. This is what the policy review team looked at during the governance restructuring. Selina has a policy tracking document that she has used in recent years to keep track of all policy revisions, additions, deletions, etc. She will email to the group for Councils to look at and see if up to date and accurate.

## New Business:
- No New Business

Student Government Association
**Discussion:** SGA still has not met. Shauna reported candidates for Executive Positions are in process. Selina announced a new Student Trustee has been nominated and going through the election process - Angelina Pollard-Knight.

| Action items: None                  | Person responsible: Shauna Connelly |

**Operations Council**

**Discussion:** Juliana shared she is working with Karen Hutner in Marketing on the revised Social Media Policy (in Josh’s absence) and should have a draft ready by January/February for the Ops Council to review.

| Action items: Social Media Policy  | Person responsible: Juliana Esposito |

**Student Services Council**

**Discussion:** No members Present

| Action Items:                       | Person responsible: Kristie Proctor |

**Faculty Senate**

**Discussion:** NT reported that faculty learned about the request to have faculty members co-chair each NECHE Standard at the Forum. This will be a focus in the new year to identify faculty to fill these 8 co-chair roles. NT also reported he has been connecting with IT on faculty laptops and happy to report they have arrived on campus and they are working to distribute for the next semester. Also, faculty expressing concerns with technology/devices in all classrooms to assure each faculty member can access and use Zoom when in-person to support remote students if needed. IT working with faculty on this issue.

| Action items:                       | Person responsible: NT Izuchi |

**Learning Council**

**Discussion:** John reported that there have been some course revisions, curriculum updates and approval of a change to QMAT to better align with multiple measures. Energy Utility Tech is going through a name change. Barbara Zabka will review Academic Matters to assure any changes that need Board approval are forwarded to Selina.

| Action items: Curriculum             | Person responsible: John Stazinski |

**Diversity Council**

**Discussion:** Byron reported there was no meeting this month. Continuing to focus on role of the council in our governance structure and looking forward to governance review process.

| Action Items:                       | Person responsible: Byron Thomas |

*Meeting Adjourned at 3:30pm*

*Notes submitted by Selina M. Boria*