

# Minutes

## QCC GOVERNANCE STEERING COMMITTEE MEETING

Date: April 13, 2021

Committee: Governance Steering Committee

Chair: Selina Boria

Note taker: Name: Selina Boria Extension: 4368

<input checked="" type="checkbox"/> Selina Boria	<input checked="" type="checkbox"/> Terri Rodriguez	<input checked="" type="checkbox"/> Nicole Dellasanta
<input checked="" type="checkbox"/> Margaret Wong	<input type="checkbox"/> Brenda Safford	<input checked="" type="checkbox"/> Armela Xhindole
<input checked="" type="checkbox"/> Barbara Zabka	<input checked="" type="checkbox"/> Kristie Proctor	<input checked="" type="checkbox"/> Shauna Connelly
<input checked="" type="checkbox"/> Juliana Esposito	<input checked="" type="checkbox"/> Jason Kurland	<input checked="" type="checkbox"/> Meredith Stone
<input checked="" type="checkbox"/> David Shapiro	<input checked="" type="checkbox"/> Laurie Behrmann	<input checked="" type="checkbox"/> Michelle Savrann
<input type="checkbox"/> Patrick Printz	<input checked="" type="checkbox"/> NT Izuchi	<input checked="" type="checkbox"/> John Stazinski
<input checked="" type="checkbox"/> Byron Thomas	<input type="checkbox"/> Tiger Swan	<input type="checkbox"/>

Observers: No others in attendance

Resource persons: No other presenters

Special notes: (handouts, etc.) *Guide to Governance-* <https://www.qcc.edu/college-governance/guide-governance>

**New Business:**

- **March 9, 2021 Meeting Notes Approved**
- **Elections** – Since the Learning Council members were just selected in September, they will all be carried over for next year. Nominations for vacancies and expired terms on all other councils will take place in late April, early May. There was discussion around Learning Council terms, and all agree it is for 2 years, which will be clarified in the Governance Guide. A call for members to serve on the Governance Review Team will go out with the call for nominations.

**Old Business:**

- **Remote Work Policy:** The draft shared last month has been pulled and HR is working on a revised version in conjunction with the state and other community colleges. A more finalized draft to come soon.
- **Social Media Policy:** several questions from Student Services Council, especially from students were shared. Concerns around missing incorporation of newer social media tools and policy being outdated. SSC created a comprehensive list and shared it with Josh. Also discussion around having new parameters for posting by departments on own FB pages, etc., without having everything go through marketing. Armela shared that club pages and SGA want to share more content because not much is being shared. Opening an SGA page/account will

help improve student engagement. Additional discussion around unifying how we text students and how students want to be contacted. Work on the Social Media Policy to be continued.

- **IT Acceptable Use Policy**- the policy was reviewed by all Councils and feedback shared. Barbara Zabka reported on some edits from the Learning Council, mostly grammatical or typo related. Selina will update policy with changes prior to sharing with the Forum. [Link to revised policy](#)

*Upon a motion duly made, the Steering Committee approved the updated IT Acceptable Use Policy with suggested corrections and recommends approval at the May All College Forum.*

### Student Government Association

**Discussion:** Approval for a car wash fundraising with scrub a dub. On hold for donations around water bottle filling station.

SGA would like to create a mural on campus, as a welcome back to students post pandemic. Discussion around the two-story wall in the HLC was discussed (visible from staircase, lounge area and welcome center.

Action items: None	Person responsible:	Deadline:
	Shauna Connelly	

### Operations Council

**Discussion:** The policies from the OC were discussed in Old Business. No other new business to come forward.

Action items: IT Acceptable Use, Social Media and Telecommuting Policy Follow-Up	Person responsible:	Deadline:
	Juliana Esposito	

### Student Services Council

**Discussion:** Kristie Proctor reported their meeting was focused on reviewing the Social Media Policy and sharing feedback

Action Items:	Person responsible:	Deadline:
	Kristie Proctor	

### Faculty Senate

**Discussion:** NT Izuchi reported the faculty discussed and revisited the recommendation from years ago to go to a MW, TTH block of classes. In the past there were space issues, but with many going remote now and in the future, it seems the right time to make this switch. They presented this to VP Keane for consideration. NT also reported there was robust discussion around this switch to be considered for Fall 2022.

Action items:	Person responsible:	Deadline:
	NT Izuchi	

### Learning Council

**Discussion:** John Stazinski was welcomed as the new Chair of the LC. It was reported some course revisions were passed in the School of Business, Engineering and Technology. These changes will be forwarded to the Trustee for final approval. In addition, the LC reviewed the IT Acceptable Use Policy and shared the edits.

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

**Action items: Curriculum**

**Person responsible:**

**Deadline:**

John, Barbara,  
Michelle & Meredith

### Diversity Council

**Discussion:** Byron Thomas updated the group that they discussed gender binary in Admissions applications and preferred pronouns. Challenge is encouraging faculty to use student preference over what is published in systems, until new SIS rolled out which will incorporate student preferences. He noted they also talked about gender neutral bathrooms and waiting on the college's engineers report. They still plan to revisit the mission of the DC and role on campus - this will also be part of the Governance Review kicking off in the fall.

**Action items: DC will reevaluate mission within the governance review process**

**Person responsible:**

**Deadline:**

Byron Thomas

Meeting Adjourned at 4:00pm

Notes submitted by Selina M. Boria