

GOVERNANCE STEERING COMMITTEE
TUESDAY, SEPTEMBER 12, 2017
MONKS ROOM at 3:00 P.M.

<u>PRESENT</u>	<u>GOVERNANCE STEERING COMMITTEE</u>	<u>REPRESENTING</u>
✓	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
✓	Brenda Safford	Learning Council Representative (Chair)
		Learning Council Representative
	<i>Tetteh Abbeyquaye</i>	<i>Learning Council Alternate</i>
✓	Juliana Esposito	Operations Council Representative (Chair)
✓	Kristy Glover	Operations Council Representative
	<i>Deb Fratturelli</i>	<i>Operations Council Alternate</i>
✓	Byron Thomas	Diversity Council Representative (Chair)
✓	Terri Rodriguez	Diversity Council Representative
		<i>Diversity Council Alternate</i>
✓	Kristen Proctor	Student Services Council Representative (Chair)
✓	Flo Lucci	Student Services Council Representative
✓	<i>Laurie Behrmann</i>	<i>Student Services Council Alternate</i>
	Betsy Zuegg	Faculty Senate Representative (President)
✓	Anne Shull	Faculty Senate Representative
	<i>Mark Bates</i>	<i>Faculty Senate Alternate</i>
✓	Edward Reitz	Student Senate Representative (President)
		Student Senate Representative
		<i>Student Senate Alternate</i>

A Quorum was present- Chairs and Representatives in attendance were carried over from the 16-17 school year, as 17-18 Chairs and Reps have yet to be selected by individual councils. Membership on the GSC will be updated as changes occur.

DISCUSSION ITEMS:

1. All members introduced themselves and welcomed new Student Senate President, Edward Reitz. The minutes of the 4/11/17 GSC meeting were approved.
2. **Vacant/Open Seats on the Councils** – Selina requested that any open seats or changes in Chairs or GSC Representatives & Alternates on each Council be reported to her as soon as possible, so there can be a call for volunteers to the College community. This will also allow for any new college employees to have an opportunity to join the governance system. Professor Safford noted she may be stepping down as the Learning Council Chair, but will seek to be an Alternate for the Diversity Council in order to stay involved with the Steering Committee.
 - a. **Change of Membership** – There was a discussion about changing the composition of an individual Council and Professor Wong noted it is up to each Council to decide on their membership and they can add or remove positions if

needed on a permanent or temporary basis. This topic was brought up due to Juliana Esposito serving on the Operations Council as a Classified Staff member and she has changed jobs and is now a NUP. As a NUP in purchasing, the council can agree to add a permanent or temporary seat on that Council, but also fill the Classified seat she vacated. Juliana will discuss at the first Operations Council meeting and get back to the GSC on any changes.

3. **Survey/Governance Review:** As we enter the 5th year of the new governance system, the GSC will conduct a survey this fall on how the system has been working and gain feedback from the campus community. Selina shared some sample governance surveys from other institutions and requested each member review them and share their feedback with her. From the information, Selina will compile a final survey to be used at QCC. The draft survey will be brought back to the GSC at the October meeting and with approval, will be issued to the campus in late October through IRAP (Qualtrics).
4. **Updates from the Chairs:**
 - a. **Learning Council** – Brenda Safford shared the first meeting was cancelled.
 - b. **Diversity Council** – Byron Thomas shared that topics were carried over from last year, such as a Diversity Officer for the campus, establishing a clear pathway to address issues of diversity, and gender neutral bathrooms on campus (Surprenant now has one). It was shared that the QuEST and HLC do have them as well, but are under lock and key and not accessible to the public. Improved signage is also needed, especially the one in the Admin Building near Academic Affairs. Other topics discussed by the DC were around Dreamers and student impact on campus.
 - c. **Operations Council** – Juliana Esposito noted the OC's last meeting was in April. The Council worked on revising the wireless network access policy, and the email policy. Juliana will forward changes to Selina. Other policies in review for this year are the green building policy, environmental products and vehicle use policy. It was suggested to the OC to find out if possible to have gluten free products in the vending machines.
 - d. **Student Services Council** – Kristie Proctor noted the council will pick up where they left off at their first meeting later in September. Changes have been made to the Student Petition Process and Barbara Zawalich was invited to their meeting to discuss this further. There will be minimal revisions.
 - e. **Faculty Senate** – No meeting yet this year.
 - f. **Student Senate** –No meeting yet this year. Edward Reitz shared that the end of the year meeting involved a change in Student Senate President and other seats are to be filled soon. Over the summer, several students met to begin revisions on their constitution. Edward inquired as to whether these need to come to the GSC for approval through governance. They only need approval by the students

at large and do not need to go through the governance process (not a policy change).

5. Other Business:

- a. **Forum Topics** – With minimal policy changes and governance business going through the Forums, Selina inquired about topics the GSC members may like to see at the Forums. Conversations and campus updates on the strategic planning process may come forward at future Forums throughout the year.

In addition, the Forum needs to revisit student voting, as it was not voted on (during new Governance implementation) whether all students vote at a Forum or only students on councils and Student Senate. This will be presented at an upcoming Forum this year.

6. Next Forum: Tuesday, **October 3, 2017**, 2pm, HLC 109A&B.

7. Next Meeting: Tuesday, **October 10, 2017**, 3 pm, Monks Room

Meeting adjourned at 3:45pm.