

**Governance Review Council (GRC)
November 9, 2016
Meeting Summary**

Present: Eileen Acker, David Snyder, Angela Olmanson, Yolanda Bellisimo

Absent: Student representative, Karen McSween, Shawn Purcell

Agenda

- Approved

Approve Minutes

- Minutes approved

GRC

- Survey & Results Review: Angela looking up the Survey Monkey information and we will discuss more with Shawn next month. Same survey will be used this year.
- Review Website (meeting dates, times, committees, active members, etc.)
Angela and Yolanda are reviewing the websites (PGS and individual committees).
- Divide up committees to visit:
 - Angela will visit the Technology Planning Committee
 - Yolanda will visit PRAC and Education Planning Committee
 - Shawn will visit Facilities Planning Committee
 - David will visit Instructional Equipment Committee
 - Eileen will visit Professional Development Committee and Student Access and Success Committee

Suggestions/Discussion Topic

- Each GRC member will contact the committee(s) they are visiting and set up two visits:
 - Make copies of the charge and pass them out on your first visit
 - At first meeting ask the committee if there are any new members and introduce yourself from the GRC, and explain what the GRC does, and ask if there are any questions. Let the committee know you will be back again to observe their meeting
 - Take notes at second meeting and report back to GRC as to how the meeting is meeting their charge
- Yolanda will email the chairs of each committee asking them to make sure their Resource/Admin support is updating on the website, the current list of all committee members

- Yolanda did send to the committee chair the list of charges and suggest the chair go over this information with their committee members. The changes to quorum will be included

Moving Forward

- Will discuss survey results with Shawn at next meeting
- GRC's work with committees to clarify committee functions vs administrative functions – Fall calendar
- GRC's will report on websites, how many responded and will report on committees we visited
- David will ask about IE and who is on the committee