

**Governance Review Council (GRC)
Feb 8, 2017
Meeting Summary**

Present: Eileen Acker, David Snyder, Shawn Purcell, Angela Olmanson

Absent: Student representative, Yolanda Bellisimo

Agenda

- Approved

Approve Minutes

- Minutes approved

GRC

- Updates: Committee visits discussed. Eileen emailed the group her notes on the two visits she made
- Shawn going to his committee this week and David Snyder going to reach out to the Instructional Equipment Committee to discuss a time to visit in March
- Angela went to the Tech committee – Derek Wilson, and Patrick E. are co- chairs, however, Patrick only seems to attend every so often. Derek and faculty and students were in the meeting, discussing Derek’s agenda and were helping to edit his document Suggestions and changes with regards to U-Keys, etc. Mina Namvar is listed as the Admin Resource for this meeting (but the minutes clearly show that Mina never attends). Angela spoke with Mina after the meeting Mina told her she doesn’t want to be on the committee, and she does not have to be on any PGS committee. So, obviously there is a need to find an admin recourse for the tech committee
- David Snyder suggested getting an environmental climate look at the committees, with an observation form he will bring next meeting. Shawn suggested that we bring this form to the committees and then come back. Understanding change number one. Then we need to mediate functions if not following properly
- Standardization – was discussed as we are seeing that there is no standardization across the board on the PGS committees. Maybe we should go in and set the ground work – one member goes and establishes the “rules” at the first meeting
- David suggested when we do the survey, we could get a break down of each PGS committee
- Decision was made to see the first visit of the year – we can do a survey within the group. GRC comes in with agenda – first meeting – going over charge – here is what we are going to do, etc.

Equity and Inclusion Committee meeting with the President - Shawn:

- Yolanda and Shawn are scheduled to meet with the President to discuss the Equity and Inclusion Committee
- New version of committee organization chart
- We are under-represented in our committees. Mission statement committees are the nuts and bolts of the school. Perhaps Equity and Inclusion is not part of the nuts and bolts part of the school
- Waiting to receive the charge they come up with, possibly after meeting with President
- Want an environment where students feel safe, ongoing issue
- Sadika and Tonya said they would go back to the Student Access and Success Committee and bring back an explanation to the GRC, as to why a separate committee is needed. Also they will bring back the one paragraph charge
- GRC was expressing the challenge to get participation on the already existing committees, so this may be an added challenge as we have already been discussing this issue

Survey and Results Review

- Shawn talked about the survey results; GRC conducts a survey each year
- Feels like the results are the same; maybe individual committees would be a good idea
- 2018 survey may be about breaking out to individual PGS groups
- Surveys may be good to break up – overall involvement and then individual group committee questions. So, writing blanket surveys there would be a part of it regarding individual PGS groups as well
- Could help us look at what people know about the group they are in
- General survey to everyone, and then back into individual committees and bring final survey
- Angelina Duarte came in to make some changes. Did we do anything to encourage participation? Some people expressed interest as a result, but only a few

Moving Forward

- Review Website (meeting dates, times, committees, active members, etc.)
- Angela will bring in her laptop
- Mock interview did not happen – perhaps the President was tied up?
- Decision to look at the GRC charge and decide how we will proceed with our duties
- Committee survey – For the future?_Visits and surveys in first semester? We have this finding on the Tech Committee – no resource admin. What is the GRC's next step?
- Speak with Yolanda discuss- what do we do if we find something is not functioning on a committee – Tech Committee example. Who what where how? Send a recommendation to chair or talk with President?
- Discuss how we want to present at next convocation