

**Governance Review Council (GRC)**  
**April 11, 2018**  
**Meeting Summary**

**Present:** Eileen Acker, Yolanda Bellisimo, Shawn Purcell, Angela Olmanson, David Snyder

**Absent:** Laurie Pennisi, Jon Gudmundsson

**Agenda**

- Approved

**Approve Minutes**

- Minutes approved

**GRC**

- Reviewed committee-visits: Angela did not get a survey to IEC, as they had rescheduled. She will go to IEC this week, and Yolanda will bring the survey to College Council this week
- Surveys were tallied; results show that observations do not match what was marked on surveys. Data says everything is great, but some members do not like the meetings as much as the chairs are saying they like the meetings
- When the last two meetings are given surveys then we will bring the final results to the President
- There are inconsistencies with the way the various PGS meetings are run
- Composition of College Council changed to be consistent with the other committees- Yolanda will email Eileen with the updates
- Fall Convocation 2018 (30 minutes instead of 15 granted from the President)– each chair or one group member will introduce his or her PGS committee and explain the charge and what the committee has accomplished in the past year. Yolanda will email the chairs to explain their duty for this task above, and send GRC's 5 min example
- Yolanda will ask the President about mandatory flex activity for participation, and to discuss training ideas, and how the committees should be run

**Training Ideas**

- Yolanda suggests doing the training separately, with each committee having an appointment and training being tailored to each committee
- Suggest the chair of each committee spend 5 minutes telling the committee what they will be doing each semester. Start with the committee's charge
- Work on ideas to get people motivated to attend, make it mandatory because the results of the survey show low on participants and work being done

**Moving Forward**

- PGS Manual does have some rules for conducting the PGS meetings. GRC will review
- Yolanda will email chairs to prepare and post on committee page:  
Recommendations, Actions, Policy and Procedure Feedback, Accomplishments,  
Goals for coming year
- Yolanda will speak with Jon Eldridge or David Wain Coon about whether or not there is a formal process for disbanding committees, changing the name, etc. making sure to inform the GRC
- GRC will work on the new orientation for CSEA presentation and the faculty orientation for the UPM employees
- Yolanda and Shawn will talk to the President about whether or not he wants to kick a meeting off – to introduce all the PGS committees. Chairs could each take a piece and end it all with why your work on PGS is important