

Date: 1/16/2019

2:00 – 4:00 p.m. Boardroom

### College Councils Chair/Vice Chairs Winter Meeting

#### Attendance:

X	Margaret Hamilton President- College Council Vice Chair	X	Jessica Alvarado College Council Chair	X	Rosa Lopez Diversity Chair		Greg Evans Diversity Vice Chair
X	Brian Kelly Facilities Vice Chair	X	Alen Bahret Facilities Vice Chair	X	Bill Schuetz Technology Vice Chair		Barbara Barlow Powers Tech Chair
X	Paul Jarrell VP ASA Learning Vice Chair	X	Laura Pelletier Learning Chair	X	Dennis Gilbert Finance Chair	X	Greg Holmes Finance Vice Chair
X	Recorder: Donna Zmolek	X	Kyle Schmidt Student Affairs Chair	X	Helen Faith Student Affairs Vice Chair	X	Adrienne Mitchell Guest

<b>Subjects</b>	
Announcements and updates	Alvarado clarified that the overall purpose of this meeting is to prepare for the Council Chair/Vice Chair Governance Forum. The forum will feature a panel of Council Chairs and Vice Chairs who will present on their accomplishments, self-evaluations, and challenges they have had with the governance system.
Governance Review and Evaluation Process	<p>Jarrell explained that last year the board directed President Hamilton to evaluate the governance system. The College Council Governance Subcommittee formed a Governance Review Taskforce. Four work groups were created within the Taskforce: Frame Questions, Look at Principles, Summarize Feedback, Research and Provide Ideas for Models. These groups are meeting and preparing reports of their findings. The information will be used to inform recommendations to College Council who will provide recommendations to President Hamilton. There is a need to engage larger stakeholder groups to solicit input for ideas for improvement.</p> <p>The taskforce consists of over 30 individuals, and the subcommittee consists of Margaret Hamilton, Paul Jarrell, Adrienne Mitchell, Robin Geyer, and Jessica Alvarado.</p> <p>Alvarado explained that the three forums came from looking at what the taskgroups were exploring. Other information that will guide recommendations will come from the 2014 review, a faculty survey, spring and fall inservice sessions, and other sources. The taskforce is</p>

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	<p>also looking at models and components, what to keep, and what to consider changing. The governance subcommittee will attend all three forums.</p> <p>All of the information will be synthesized to look for patterns and recommendations will come to College Council. College Council needs to have recommendations to President Hamilton by March 14.</p>
Self Evaluation Reports	<p>Jarrell clarified that there is a need to evaluate the system to determine the effectiveness to evaluate and produce policy for this institution in a timely manner and with all of the right people involved. Once that is done, we may be able to identify a list of needs. We may find that we can revise slightly and not throw the whole system out. Then we can come back next year to fine tune. It would be helpful to receive evaluations by Valentine’s Day. The council evaluations are just one piece of governance review.</p> <p>Schmidt asked to be sent a list of what councils need to submit.</p>
College Council Self Evaluation	<p>Alvarado presented an example of College Council’s self-evaluation. Each council is doing theirs, and that will be one factor in the evaluation of the system as a whole. Councils can consider the effectiveness of their council, the fulfillment of their charter, how their council contributes to the whole system, and anything else they feel is relevant to governance review.</p> <p>Hamilton explained that the self evaluation is intended to be a reflection of the council work and the governance system. The forums will help to get people thinking.</p> <p>Jarrell noted that the challenge is to collect some type of standardized information to apply the same sort of rubric. The IEC report is another way to address the same standard set of questions. The governance subcommittee hopes to make some progress on synthesizing information during the month of February.</p> <p>The question was raised whether it is an evaluation of the specific council or on the governance system overall. Alvarado clarified that the intent is to look at the efficiency of each council, and if the system is interfering with the work that needs to be done. Lopez commented that one concern is that all individual councils are dependent on College Council, and the interface between councils and College Council is lacking.</p>
Preparing for Forum #1	<p>The panel will include council end of year reports, which were done according to the criteria in board policy BP 325, accomplishments,</p>

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	<p>highlights, and challenges. The councils also submitted reports to the Institutional Effectiveness Committee, and that information can be addressed.</p> <p>Lopez stated that she is willing to share her perspective, but hesitated to speak for the entire council. She can make comments on her council, but also on the system as a whole.</p> <p>The group discussed the plan for the panel. Since some people may not be familiar with the governance system, the forum will begin with an explanation of the system. Then each council will have a few minutes to report on their evaluation and other thoughts about the system, followed by a question and answer period. Index cards will be available for audience members to write down their questions.</p> <p>Bahret pointed out that the governance forum was scheduled during a facilities council meeting and asked that the governance calendar be reviewed when scheduling meetings and forums.</p>
Campus Wide Forums	<p>The group decided to change the time of the February 6 forum so it does not conflict with the Rob Johnstone workshops. The new time will be 3 – 4:30 pm, and an update will be sent to the college community.</p> <p>The group discussed having a final forum so that the college community has an opportunity to hear the recommendations before they go to the board.</p>
Next meeting	The next scheduled Chair/Vice Chair meeting is April 17, 2019, 2 – 4 pm, in the Boardroom.