GOVERNANCE COUNCIL MINUTES
August 23, 2019

Members Present: Debra Daniels, Brock McMurray, Leslie Minor, Kanoe Bandy, Julian Martinez, Joe’ll Chaidez, Michelle Oja, Kamala Carlson, Bruce Ferguson, Renae Ginther, Brandy Young, Severo Balason, Xiaohong Li, Mike Mayfield and Sharyn Eveland

Members Absent: Heather del Rosario, Sherry Anderson, and Whisper-Lynn Null

Guests: Sarah Criss, Jessica Grimes, Susan Groveman, Mike Jiles, Windy Martinez, and Vicki Jacobi

Facilitator: Severo Balason
Timekeeper: Julian Martinez (Kamala Carlson attending another meeting)
Recorder: Sarah Criss, Recording Secretary

Call to Order:

The Taft College Governance Council meeting of August 23, 2019, was called to order at 9:10 a.m. by Severo Balason.

1. APPROVAL OF MINUTES – April 26, 2019 and May 16, 2019
The minutes from the April 26, 2019 and May 16, 2019 Governance Council meetings were reviewed and approved by consensus.

2. Welcome New Members
Members and guests introduced themselves.

3. Review of Governance Council Charter
Members reviewed the document. Joe’ll Chaidez inquired as to whether it was necessary to list Governance Council committees specifically in the Charter. After discussion, it was noted that the list of committees can be found in the Governance Guide.

Renae Ginther asked how often committees change. Sharyn Eveland stated that committees can change as decided by the Council. Eveland noted that temporary or short-term needs are handled through a taskforce instead of a more permanent committee.

Discussion on the definition of the Governance Council was had. Eveland said that the Council is a participatory governance body and explained participatory versus shared bodies. She clarified that it is the duty of the Council to represent the stakeholders of the campus and to make recommendations. Debra Daniels added an explanation of the administrative role which is to review and provide explanation when there is non-agreement on an issue.

Julian Martinez, in review of the placement of items on the agenda, asked if it would be beneficial to add an “Other” item on the standard Council agenda. Eveland explained that “Other” had not been included
so that discussion happens in a way that prepares the group prior to meeting beginning to encourage participation from all members.

J. Martinez noted the allotted time had passed and that he would keep time in Kamala Carlson’s absence.

It was decided the Charter should be reviewed at a future meeting to allow time for the Council to review the Board Policy and Administrative Procedures 2510 as well as the Governance Guide.

4. Roles and Responsibilities
Daniels stated that the role of each member is to communicate with, gather feedback and represent your specific constituents. Through discussion as a group, it was noted that the following areas should be reviewed by the Council: accreditation, budget, District plans, state initiatives, and Program Review.

Daniels asked the Council if Board Policies and Administrative Procedures should be reviewed by Governance Council. Brandy Young stated that in the past certain ones were brought before Council by the Superintendent/President. Discussion was had as to whether all or only certain ones would be as would fall under the charter. Daniels and Sarah Criss confirmed that the directions on the current update/implementation process does not mention Governance Council. Daniels stated it would be possible to distribute updated/implemented policies and procedures to the Council for information purposes. In recent past, Daniels has brought items needing a shared recommendation to the Council.

Vicki Jacobi shared she felt the Council should review that status of District goals that are determined in the approved plans. Michelle Oja added that she would like the Council to help provide institutional direction on the Strategic Action Plan progress by identifying which indicators should be focused on.

Daniels reviewed the Charter’s bullet points on the purpose of Governance Council and noted that the last point on integrated planning does indeed need improvement.

Council members discussed campus inquiries on issues/concerns should follow organizational hierarchy. For instance, if there is a question on the Strategic Action Plan a person should contact the Strategic Action Plan committee chair. As a recognized committee, the chair could also bring concerns to Council.

Eveland noted that the discussion comes down to knowledge sharing and future communication.

5. Guided Pathways Scale of Adoption Report
Jacobi distributed the report and noted she would need more than 10 minutes; Council agreed to allow extra time as available.

Jacobi told Council that the report was initially due to the state by September 30th but that Districts had persuaded the state to allow more time for a more accurate report. As aligned within Guided Pathways, the report covers the 14 elements that make up 4 major pillars. The purpose of the report is to assess how far the College is in the process of meeting our individual Guided Pathway plan goals. For instance, on page 4 it is noted that by spring 2020 meta majors will be marketed to students in the 2019-20 catalog and planner.
While reviewing page 6 it was asked what defined an underprepared student. Jacobi explained indicators that are reviewed but said there is not a set criteria.

It was noted the topic was over its time limit. Jacobi said she would finish quickly.

Jacobi reviewed the final points of the report. She asked the Council to review and provide feedback to her. She will take the report to Academic Senate as well. Report is due March 1, 2020.

6. Overview of Steering Committee/Timeline & ISER Completion
Daniels explained that the Strategic Planning Committee is charged as the steering committee for the Institutional Self-Evaluation Report (ISER). She reported that the heads of each standard had been identified and meetings for ISER preparation will begin in September. Brandy Young also stated the timeline has been set and activities will be underway soon. It was noted that organization is in place as well as a clear report template to work from.

7. Governance Council Meeting Schedule – Fall 2019
The list of dates were reviewed. Daniels explained the dates were selected around availability of facilities as well as staff due to conflicting meetings.

APPROVED The list of dates were approved by consensus.

Friday, September 13th  
Friday, September 27th  
Friday, October 11th  
Friday, November 1st  
Friday, November 8th  
Friday, November 22nd  
Friday, December 13th

Next Meeting: September 13, 2019, at 12:10 p.m.
Facilitator: Bruce Ferguson
Timekeeper: Kamala Carlson

Meeting Adjourned: 10:36 a.m.
Respectfully submitted by: Sarah Criss

Reminder—Please forward future recommended agenda items to Deb Daniels and Sharyn Eveland