Call to Order:

The meeting was called to order at 1:03 p.m. by Deb Daniels.

1. Action - Approval of Minutes
The minutes from the November 10, 2020 Governance Council meeting were reviewed and approved by consensus.

2. Committee Reports (Brief Updates)
   Access Committee
   Leslie Minor said the committee discussed the current student survey aimed at increasing retention. At this time there is a 10% response rate. Kanoe Bandy presented results of a statewide survey of student athletes in connection with retention and assistance with the current distance education environment. The committee also completed the committee self-evaluation.

   Success Committee
   Windy Martinez reported that committee prepared the draft of the charter that is on today’s agenda for approval. Discussion on the charter language was focused on becoming more specific on the purpose of the committee and to align efforts cleanly with the Access Committee. The committee also completed the self-evaluation.

   Budget Committee
   Leslie Minor told the Council that the committee reviewed the recently approved 2021-22 budget development calendar. Information regarding current state budget figures is minimal and the committee discussed the need to remain conservative in budget matters. The committee is reviewing the edits to the Accreditation standards in budget and financial matters.

   Strategic Planning Committee
Xiaohong Li said that the committee reviewing data to align data collection and reporting with the state Vision for Success.

Campus Safety and Security Committee
Severo Balason reported that the committee reviewed the Charter. They are still in the process of confirming membership on the charter. They have removed the WESTEC representation. He also told Council that the safety assessment of the College is underway. A visit has been planned for the contracted assessor to tour the campus and inspect areas and equipment. Dr. Daniels added that this assessment is an effort by the College to assess departments for function and efficiency.

Information Technology Committee
Li stated that IT staff reported the status of IT related projects on campus. The Audio/Visual update project bid has closed. The next step is to review the bids so that one can be selected. Mike Mayfield inquired into project timeline and it was discussed that scheduling of classroom updates will be coordinated with staff that may be affected. Li shared that the Distance Education service requests will be completed through IssueTrak similarly to IT and the Institutional Research office. The committee also reviewed Administrative Procedure 3720 in relation to computer use. The AP edits reflect a need to align with CCLC recommended language.

Academic Senate
Sharyn Eveland said that AS met yesterday. They reviewed and accepted Administrative Procedure 5530.

Accreditation Taskforce
Li said that subcommittees continue to edit the sections of the ACCJC ISER report with the feedback from other subcommittee member review.

3. Action – Campus Safety and Security Committee Charter
Balason requested that the charter be tabled until the next meeting. The committee is confirming membership.

4. Student Success Committee Charter
Dr. Martinez said that the committee discussed the edits in the charter in depth. The goal was to be specific so that the charter would accurately guide the committee in purpose and to cleanly align efforts in enrollment endeavors with the Access Committee. Other small edits were noted. Sharyn Eveland commended the committee for the updated charter and added that the language is much clearer on the purpose and alignment. The charter was approved by consensus.

5. Committee Self-Evaluations
Each committee self-evaluation that has been submitted was reviewed by the Council.

Budget
Dr. Eveland commended the committee for defining and documenting each task on the form. She noted that the alignment of goals to the Strategic Action Plan was especially helpful.

SPC
Li explained that goal #1 was marked as not met but that is due to it still being in progress (not completed). Discussion was held on goal #2. Li said that the committee decided the goal had not been met as the taskforce meeting information was not shared during the SPC meetings. There was discussion in the status being considered as met due to the goal noting only that need to “oversee and monitor” and not to discuss.
Safety and Security
A correction to the spelling of Clery and the need to populate the name/website of the committee was noted.

ITC
Li shared that there is a need to correct the explanation in section V. The word “without” should read “with.”

6. Other
Li asked if an already approved charter for this academic year is determined to need a correction should it wait until the next annual review cycle or be updated immediately. Discussion was held on the topic. It was decided that if the charter’s update was not a core function of the committee that the update should wait until the next annual cycle.

Next Meeting: TBD
Facilitator: Dr. Debra Daniels
Timekeeper:

Meeting Adjourned: 1:42 p.m.
Respectfully submitted by: Sarah Criss
Reminder—Please forward future recommended agenda items to Deb Daniels and Sharyn Eveland