Members Present: Debra Daniels, Leslie Minor, Damon Bell, Xiaohong Li, Sharyn Eveland, Deborah Rodenhauser, Juana Rangel-Escobedo, Mike Mayfield, Jennifer Altenhofel (for Michelle Oja), Kamala Carlson, Justin Madding, Heather Del Rosario and Kanoe Bandy

Members Absent: Sergio Gomez, Brock McMurray, Desirae Salas and Renae Ginther

Guests: None

Facilitator: Kamala Carlson
Timekeeper: Leslie Minor
Recorder: Sarah Criss

Call to Order:

The Taft College Governance Council meeting of November 9, 2021 was called to order at 1:12 p.m. by Kamala Carlson.

1. APPROVAL OF MINUTES – October 12, 2021

The minutes from the October 12, 2021, Governance Council meeting were reviewed and approved by consensus.

2. COMMITTEE REPORTS

   A. Access Committee (Leslie Minor)
   Access Committee edited the student survey from last fall to obtain feedback on issues with retention. They will utilize the survey for this fall’s enrolled students.

   B. Success Committee (Damon Bell)
   Success Committee discussed the charter and goal setting. They will work to finalize goals and conduct their self-evaluation at the next meeting.

   C. Budget Committee (Leslie Minor)
   Budget Committee reviewed the budget development calendar and sent it for approval to the GC. Brock McMurray reported information received at the annual ACBO meeting regarding budget outlook. The committee also reviewed the funded Annual Program Review items. The committee has noted that enrollment continues to be a concern.

   D. Strategic Planning Committee (Xiaohong Li)
   The Planning Guide was reviewed. The changes included the addition of “Date of Review” and other tracking details. There was also discussion on the possibility of transitioning to a 5-Year Program Review cycle with annual updates.
E. Campus Safety and Security Committee (Heather del Rosario)
Committee members reviewed the charter and approved a draft. The committee is taking a proactive approach to safety by conducting campus walks. There is also discussion to balance out membership representation.

F. Information Technology (Xiaohong Li)
Committee goals were reviewed as was the Acceptable Use Policy. Dr. Li shared with the committee details of the second phase of the audio/visual update project that will soon go to bid.

G. Diversity, Equity and Inclusion DEI (Damon Bell)
Damon Bell told Council that the committee reviewed the DEI projects that had already occurred which was a total of eight. Ideas for committee work were discussed. Language for a prejudice-free campus policy is being drafted as is a committee charter. There is also a student representative on the committee.

H. Academic Senate (Sharyn Eveland)
Sharyn Eveland reported that faculty members had attended the Fall Plenary for statewide discussion and resolution consideration. Topics included vaccine mandates, DEI matters, the support of STEM and a discussion on courses that are high-flex to allow a student to work in-person and online as necessary.

3. Committee Charter

A. Campus Safety and Security Committee (Heather del Rosario)
Ms. del Rosario said that the duty of recording secretary will not be assigned to a specific position but will be elected each year. There was also discussion on trying to ensure membership represents geographic locations of campus. Dr. Eveland noted that can be difficult if an area is staffed with few staff and they are not available. Dr. Minor suggested to soften the membership language to state “as available.” There was consensus to approved the charter with the change to call for 2 non-specific faculty members.

B. Student Success Committee (Damon Bell)
Dr. Bell told Council that the committee discussed membership updates to include 1 faculty member and 1 classified member. Michelle Oja expressed concern with low number of faculty and it was noted that there is also non-teaching faculty on the committee. Juana Rangel-Escobedo added that several members on the committee are new and there is not a history on the figure for faculty representation. Dr. Oja also shared that the recording secretary is not assigned. After discussion, consensus was reached on the charter as presented.

4. Budget Development Calendar (Brock McMurray)
Dr. Minor presented the budget development calendar as developed by the Budget Committee (attached to minutes). The Council reviewed the calendar and consensus to approve the calendar as is was reached.

5. APR Funded Items (Brock McMurray)
A list of the 2020-21 APR funded items was provided for review. Dr. Oja asked where funding for the Child Development Center projects was obtained. Dr. Daniels explained that funding specific to the CDC and COVID calculations provided money for the projects.

Dr. Daniels reviewed the Governance Guide with the Council. She reviewed the membership and reminded Council members that it is their responsibility to take information back to their represented areas and hold robust conversations to be able to share feedback with the Council on topics. Consensus was reached on the Guide with necessary formatting details as well as committee charters as they are approved by Council.

7. Other

There was no other discussion.

**Next Meeting:** December 14, 2021, at 1:10 p.m. (Cougar Room)
**Facilitator:** Brock McMurray
**Timekeeper:** Damon Bell

**Meeting Adjourned:** 2:08 p.m.
**Respectfully submitted by:** Sarah Criss

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