

Minutes
Miramar College Governance Committee
 December 13, 2012
 M Building, M-107R, Paralegal Conference Room
 2:30 PM – 3:30PM

Called to order: 2:35 pm

In attendance: Sara Agonafer, Joyce Allen, Lou Ascione, Buran Haidar (Chair), Wheeler North, David Navarro, Daphne Figueroa

Absent: Bob Fritsch, Terrie Hubbard, Abbas Hersi, Elizabeth Del Rio

Approval of Agenda and Minutes

The agenda was approved.

The minutes of October 30, 2012 meeting were approved after reviewing the previously requested edit, and the minutes of November 29, 2012 meeting were approved unchanged.

New Business: None

Old Business:

1. Review of CGC Committee goals for 2012/13

The committee finalized two goals for spring 2013 focusing on communication, streamlining, understanding of the roles and responsibilities of committees in our existing governance process and collegial consultation, and the importance of a common understanding of the use of terms, such as “streamlining”.

Goals	Date	2010 ACCJC Self-Study Planning Agenda
1. Implement effective communication strategies and actions for awareness & education about specific responsibilities, and following-through on the college adopted participatory governance processes.	Spring 2013	V.A.1, IV.A.2.a. & IV.A.5
2. Develop a glossary of common terminology for common understanding.		

2. Review of Shared governance challenges and opportunities

In addition to identified challenges and opportunities at past meetings, members discussed:

- Development of a simple diagram to represent our governance process
- Perception and reality of inefficiency of our decision-making processes and the call for a structural change to reduce the number of standing committees in the absence of an apparent overlap of committee activities/functions, instead of process charting to reduce number of meeting times and efficient running of meetings
- Workload associated with requiring individuals to serve on multiple committees by virtue of position
- Individual information processing styles
- Improved mechanisms for efficient communication of committee information and the opportunity for customize Taskstream with our governance structure and processes and a way of charting the decision making process.
- Clarification of committee and member functions to eliminate potential out-of-process expansion of functions to avoid confusion about the decision-making process.

Figueroa pointed out that according to our College Governance Handbook; it is the duty of the governance committee Chairs to submit the agenda and draft of the previous meeting minutes to the committee members, college president, Academic and Classified Senate presidents, ASC president, and CGC Chair, seventy two hours before the meeting.

3. The 3 P’s of College Governance: Spring 2013 convocation Program

The committee agreed that interactive scenario-based activities to engage the audience to address the communication challenges about the Principles, Processes, and Practice of the College’s Participatory Governance.

Committee Reports/Other: Haidar presented the three filled-in routing forms with the three committee recommendations made on 11/29/12 to be forwarded to the constituency leaders.

Next Meeting: February 2013.

College Governance Committee:

Sara Agonafer, Joyce Allen, Lou Ascione, Bob Fritsch, Buran Haidar (Chair), Terrie Hubbard, Wheeler North, Elizabeth Del Rio, Abbas Hersi