Governance Council
Minutes of the Meeting of April 10, 2014

In Attendance: Don Harp, Joe Labuda, Lee Lambert, Joe Langlois, April May Ramey, Sheila Ortego, Jeff Silvyn (ex officio), Deborah Yoklic (ex officio), Mykle Zoback

Note Taker: Deborah Yoklic

1. General Discussion
Chancellor Lambert discussed the general role of the Governance Council. He noted that the Higher Learning Commission (HLC) is not prescriptive about what kind of governance model we need to have, but rather we need a system in place that ensures we are seeking and receiving input about governance and issues that have input on the College. The Governance Council is not involved in compensation or work issues. The Governance Council may ask for information items and is a communication model. We need to define our parameters and be clear about our goals and tasks.

2. Changes to Document “Details of Governance Model”
   Section I, Governance Council Membership and Meetings
   Item I.9 Placeholder: What are rules about attendance for students? Council agreed to the following language: “Student representatives will coordinate their attendance to ensure that at least one student will attend each meeting of the Governance Council.” This change has been made to “Details of Governance Model.”
   April May Ramey will be meeting with other Student Government members on 4/14/14 to appoint a third student member of the Council for this year. They will establish a process to select student members for the future.

   Item 1.10 Placeholder: Should a quorum be specified? The Council agreed that a quorum was 50% of the membership plus 1, with at least one member from each of the four groups in attendance. Without a quorum, the Council may meet but cannot take action. This change has been made to “Details of Governance Model.”

   Item I.11 Placeholder: How can continuity of members be maintained? The Council agreed that membership for 2014 will not count as one of the two one-year terms. This change has been made to “Details of Governance Model.”

   Board Policy 1401, Item 6, concerning the specifics of the membership to the Governance Council will be added to the Details of Governance Model. This has been done.

   A discussion followed about when to have meetings. The more routine the meeting times and location remain, the easier it will be for guests to attend. The possibility of holding Council meetings at campuses, in coordination with the Chancellor’s campus office hours, was considered. A poll will be conducted to see what alternative locations and times make sense. Additionally, meetings may be done virtually (by phone or video conference) if needed, particularly in the summer. This last item has been added to the “Details of Governance Model.”

   Item I.3 A vice-chair will be selected and will chair meetings in the absence of the Chancellor. This change has been made to “Details of Governance Model.”

Section III, Information Sharing
A new item was added to Section III, stating that minutes will be taken at each meeting. Additionally, minutes will be sent to members within two weeks of the meeting; this has also been added.

Section IV, Role of Governance Council
IV.1, second bullet: Add that items should be brought first to a supervisor; change made to document.

A fourth item was added to IV.1: Complex issues involving a choice between multiple options.

Adding agenda items at any time at the discretion of the Chair was added to IV.5.

Section IV.6 was replaced with sending agenda items to the Chancellor through the Assistance Vice Chancellor to the Chancellor.

While gathering data may be difficult prior to bringing items to the Council, as outlined in IV.7, this is needed to help the College become more data-informed and evidence-based.

3. Statement of purpose
A statement of purpose needs to be added to the beginning of this document. Language will be taken from BP 1401, HLC Criteria for Accreditation, and possibly other documents.

Don asked why we are not using the term “shared governance.” In Arizona, the Board of Governors has statutory authority for decision making and may not delegate that authority.

4. Next Meetings
- Wednesday, April 30, 3:30-5 pm, DO B-218
- Thursday, May 14, 3-4:30 pm, DO B-218