

**GOVERNANCE COUNCIL MINUTES**

**December 8, 2023**

Members Present: Brock McMurray, Heather del Rosario, Todd Hampton, Mike Mayfield, Renae Ginther, Salvador Jimenez Murguia for Tina Mendoza, Debbie Rios, Bill Devine, Brandy Young, Leslie Minor, Adam Bledsoe, Damon Bell, Candace Duron, Juana Rangel-Escobedo

Members Absent: Xiaohong Li, Jay Cuevas, Kanoe Bandy

Guests: Sarah Criss, Sharyn Eveland

Facilitator: Damon Bell

Timekeeper: Tina Mendoza

Recorder: Sarah Criss

**Call to Order:**

The Taft College Governance Council meeting was called to order at 10:10 a.m.

**1. Approval of Minutes**

Leslie Minor said that Item 3.b. should refer to Access and Success committees and not just Access. The minutes from the November 17, 2023 were approved by consensus with the correction.

**2. Committee Reports**

1. **Strategic Enrollment Management Committee (SEMCOM) (Leslie Minor and Damon Bell)**

Dr. Minor told Council members that the committee’s Strategic Enrollment Management subcommittees met instead of the SEMCOM meeting as a whole. These smaller subcommittees are working to draft sections of the SEM plan.

1. **Budget Committee (Todd Hampton)**

Todd Hampton said the committee will meet next week.

1. **Strategic Planning Committee (Brandy Young)**

Brandy Young reported Collaborative Brain Trust was selected through the Request for Proposals process to create an Education Master Plan and is working with administration to develop a timeline.

1. **Campus Safety and Security Committee (Heather del Rosario)**

Heather del Rosario updated Safety committee members on the update to the parking lot. Safety personnel are working with Maintenance and Operations staff to schedule installation of signage updates and speedbumps that will increase safety in the parking lot. The committee also established this year’s goals.

1. **Information Technology (Brandy Young)**

Ms. Young told Council members that ITC discussed cyber security training for the campus as well as language they would like to recommend in AP 3720 to suggest training for staff and students. The Committee was also given information on a possible vendor change from the copy machine/printer vendor, whose agreement is lapsing. The campus will also be switching servers and will receive email directions on server changes this may bring and how to proceed once the server switch is completed.

1. **Diversity, Equity, Inclusion, Accessibility and Anti-Racism DEIAA (Damon Bell)**

Damon Bell and DEIAA members were trained in the usage of Teams software by Jordan Stacy of IT. The committee will use the software to organize tasks and files. DEIAA committee members, the Human Resources staff, and the first 10 campus members to request participation will receive DEIAA training after the winter break.

1. **Academic Senate (Candace Duron)**

Candace Duron and 3 faculty members attended the fall plenary session (in person or virtually). AS discussion was focused on Senate resolutions which include reviewing academic probation, sexual harassment concerns, suggesting that physical education/health remain in local education plans, and encouraging student access to Open Educational Resources (OER) textbooks to remove financial barriers.

**3. Committee Self-Evaluation**

 **a. DEIAA Committee (Damon Bell)**

Dr. Bell reviewed the self-evaluation for the DEIAA Committee. Progress and/or completion was made on each goal and new goals were developed. The male summit will be a “No CAPP, You Can Go To College,” theme and will include high school males, special education students and English language learners. An Empowerment Summit will invite female students to look into opportunities at Taft College and assist them in enrolling.

**4. Committee Charter**

 **a. DEIAA Committee (Damon Bell)**

Dr. Bell shared the draft of the DEIAA charter that included title changes and the addition of “or designee,” where appropriate. Mr. McMurray questioned the language regarding meeting expectations that do not match under information on meetings and on committee member expectations. There was discussion on the origin of this committee and that it was not a recognized committee under Governance Council prevue when it first began. Mr. McMurray noted that if the committee does not fit under the faculty list of committees for required participation that it can be removed from that list. At this time, the committee is included on the faculty list for committee assignment and should be addressed as such. This charter will be edited to clarify meeting expectations and brought to a future meeting.

On another topic, Dr. Bell asked about the DEI position that had been discussed in his absence at a previous Council meeting. Time was reached and 5 minutes were given to continue discussion. Mr. McMurray explained that faculty positions are typically ranked in a specific process and that classified and management positions are typically identified from Program Review. Ultimately these requests serve as a recommendation for President’s approval. Mr. McMurray stated that the position will be evaluated as they begin to prepare for the next budget cycle.

**5. Educational Master Plan**

Mr. McMurray reviewed the history and function of an Educational Master Plan (EMP). The EMP is a 10-year plan that guides all other plans and is tied to accreditation, budget/facility planning, and future projection of community and/or industry needs. The process will be lead by Collective Brain Trust, who was selected through a successful Request for Proposal process. Mr. McMurray and administration is working with the consultant team to develop a timeline for the process. The consultant will come to a future Governance Council meeting to discuss how the Council will assist in the process. Mike Mayfield requested that any dates/times that members may need to be available be shared as soon as possible.

**6. Other**

Mr. McMurray reminded Council members of the holiday potluck to be held next week. He also reminded all that the Giving Tree event would end next week as well. The Giving Tree will provide items to the Alpha House who serves those who may be experiencing domestic violence.

**Next Meeting:** December 8th at 10:10 a.m.

**Facilitator:** Candace Duron

**Timekeeper:** Leslie Minor

**Meeting Adjourned:** 11:06 a.m.

**Respectfully submitted by**: Sarah Criss

**Reminder—Please forward future recommended agenda items to Brock McMurray and Candace Duron**