Shared Governance Council Minutes

October 13, 2022

Comments made by Chair, Rachel Sveda-Webb:

- The SGC will meet on the second Thursday of each month at 2 pm in the Administrative Board Room. There will not be a meeting in August.
- There was a discussion regarding how groups are to request being added to the agenda. Requests are due on Friday before the meeting. The group will tally and vote on what goes on the agenda through the Teams site. Rachel presented the Request Form and asked for feedback/modifications. Form feedback is due October 21.
- Vice Chair selection discussion: This position will rotate every two years. There was a discussion regarding duties. At this time, the SGC has decided to wait a few months before selecting a Vice Chair.
- The SGC Webpage will have information such as explaining SGC's roll, function, membership, and meeting dates. The goal is to make the website usable and to list accomplishments and outcomes.
- SGC Model – Rachel Sveda-Webb asked for feedback to ensure that the model explains the process.
- The SGC representative is responsible for getting information to their colleagues.
- The SGC Chair will provide a list of things SGC will address/will not address.
- The Chair encouraged representatives to look at other community college websites to view their SGC processes.
- There was discussion regarding the meeting being open to the public.
- All meeting invites will be sent to members only. If the representative cannot attend, they are responsible for forwarding the meeting information to the alternate.

November:

- ✓ Vote – Is SGC an open or closed meeting
- ✓ Vote - Website and Procedures
- ✓ Recommendation Request form feedback due to the Chair on October 21
- ✓ Website and Processes feedback due to the Chair on October 28

The meeting was adjourned at 3:20 pm.

The next meeting will be on November 10.

Respectfully submitted by Carmen Cutsinger, SGC Recording Secretary