

**College Council - Meeting Minutes**  
**1 October 2004**

Present: Bob Baldwin, Sheila Broderick, Sonya Christian, Marie Matsen, Tony McCown, Bob Mention, Andrea Newton, Ted Romoser, Jim Salt, Marcia Sexton, Mary Spilde, Craig Taylor, and Mary Jo Workman

1. Approval of 9-23-04 meeting notes – tabled until November 5 meeting.
2. Agenda approved.

3. Governance

Romoser reviewed the “Proposed Orientation for Governance Councils” (attachment). The location is to be determined. Todd Lutz is working on a website to be up by October 15.

Responses from Council members:

- Include the Board of Education policy on Global Governance and Mary Spilde’s April 14, 2004 memo.
- If the orientation is to include break-out sessions, one or more College Council members will sit with each governance council.
- Discuss not only what councils do but also what they do not do.
- Send an agenda to all participants before October 15.
- Identify presenters and person to respond to questions.

Romoser suggested that before October 15, the Council define in more detail what kind of communication it wants to see among all councils. Romoser will follow up with McCown and Sexton regarding communication with students.

Discussion about broader participation in orientation – more than just governance council members. **Agreed to focus on council members.**

College Council subcommittee will continue to work on the orientation, clarification of policy/operations, and other governance issues.

4. College Council Work Plan Proposal (attachment)

**Agreed to establish 3 of the 4 proposed subcommittees** to lead the College Council scope of work – Planning, Budget Development, and Governance.

**Agreed to postpone appointment of a Policy Subcommittee.**

Salt, Spilde, Baldwin, Matsen, Newton, and McCown volunteered to serve on the Budget Development Subcommittee.

Taylor, Christian, Mention, and Broderick volunteered to serve on the Planning Subcommittee.

5. “Provisional Proposals on Governance” attachment outlines 11 elements of the governance system. Council discussed the following 3:

#### 5a. Meeting Processes and Consensus Decision-making

The Governance Subcommittee (Salt, Spilde, Romoser, Sexton, Workman) will propose ground rules, voting rules, and a clear definition of consensus.

**Agreement:** Chairs may fully participate in Council discussions. In the event the Chair's participation undermines discussion, the Chair will pass facilitation to the Vice Chair or other member.

#### 5b. Resolving the "Expert Members" question

**Agreed to modified proposal:** Staff and students by position may be considered by each governance council to fill seats previously identified as "by expertise." Such positions will be "ex-officio" (literally by office) and will be ongoing council members. Ex-officio positions will have voting rights but may not veto council consensus. To ensure that the common misunderstanding that "ex-officio" members never have voting rights, an alternative name for these positions will be determined. [Chair's note: These were labeled "Members by Position" in the final versions of the charters].

#### 5c. College Council Relations with Governance Councils

Proposal returned to Governance Subcommittee for further work. Current version includes:

- Agendas and minutes for all councils will be reported to the college community
- Councils will forward formal recommendations to the College Council Chair and Vice Chair
- Councils will report as requested to College Council
- Councils will request inclusion on the College Council agenda as appropriate
- Councils will seek counsel of the College Council Chair, Vice Chair, or Governance Subcommittee as necessary.
- College Councils will:
  - Assign and clarify the scope of governance council work
  - Review governance council agendas and minutes
  - Request attendance or reports at College Council meetings by governance council chairs and/or vice chairs
  - Develop other appropriate means to ensure all governance charters are followed

The chair and vice chair will propose future agenda items; and will work with Romoser to finalize council charters.

College Council will meet again prior to the October 15 Orientation.

Adjourned: 5:00 pm

Recorder: Mary Bolton