

College Council
12 October 2004

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

Governance subcommittee report

Charters — the subcommittee worked with some members of last year's governance task force to finalize council charters.

Matrices — need further review.

Calendar — each council will determine a meeting time

Review of college committees — proposal to begin the review with a letter from the president to each of the existing standing committees asking questions to determine whether the committees are operational or policy-making. The subcommittee will develop the questions, review the responses, and propose assignment to a governance council or as an independent standing committee.

Modified proposal — The subcommittee will work with the Executive Team to determine whether existing standing committees are operational; and will propose assignment to the governance councils as appropriate.
Unanimous agreement.

Council Mechanics — Governance Subcommittee Proposals attached

- A. Council Meeting Agenda Process - Approved. Except in emergency situations, every council member will have an opportunity to participate in final decisions.
- B. Council Minutes Process - Approved. Mary Spilde will talk with the Executive Team about providing staff support for taking council meeting minutes. Disagreement over whether a council member should take notes – some believe that would make participation difficult, others are concerned about staff workloads.
- C. Chair and Vice Chair Roles - Approved. A suggestion to post meeting materials (handouts) with the meeting agenda may be too much to expect this term.

D. Meeting processes and consensus decision-making — Approved. The subcommittee will continue to work on language conveying the consensus model as underpinning the governance system structure. This should be communicated to all council members at the upcoming Orientation. Suggestion to add ground rules and guidance on how to deal with a major objection. A person blocking consensus must explain the opposition and may offer an alternative proposal.

E. College Council relations with governance councils. Discussion around the extent to which the College Council will oversee the other six councils

- will College Council suggest or direct?
- clear expectations must be balanced with best practices.
- council charters define the scope of work
- council meetings should follow a consistent process
- undue importance attached to consistency
- council relations should be separate from council mechanics

Jim Salt will rewrite item E.

F. Guidelines for work plans with other councils – Approved with a date for submission of work plans to be determined..

College Council Work Plan - attached

The three College Council subcommittees will share a progress report at the next College Council meeting, including a review of the subcommittee work plan

Website Design

The website should emphasize the representational nature of the governance system. Need to determine method of communication and mechanism for feedback – individual email accounts and/or a bulletin board for discussion and comment. Needs further discussion.

Future Agenda Items

Subcommittee reports

Discussion of balancing micromanagement with oversight direction

Meeting adjourned: 4:30pm

Recorder: Mary Bolton