



GOVERNANCE COUNCIL MINUTES

March 2, 2016

Members Attending: Chris Bailey, Hiedi Bauer, Brad Benjamin, Nicole DiGerlando, Brendan Glaser, Jeanne Hamer, Kendra Sprague, Jim Stanley.

TOPIC

1. Minutes: February 3, 2016

- Brad Benjamin proposed a motion to approve the minutes of February 3, 2016.

Motion carried unanimously

2. Website Analysis –

- Brad explained that at the February Instructional Council, faculty discussed desired changes to the website, and they created a list. Brad delivered the list to Wendy and will be working with her to make changes. Brad worked with faculty on Monday (2/29/16) to pare down the list and will work with Wendy. Brad wants to take the list to Instructional Council after he takes it to Wendy. The list was pared down based on what is important to faculty and students, what can be fixed, and what can be done within a timeline. Per Brad, Wendy is already working on some of the changes.
- Brad handed out the pared down list to Governance Council and will email out the word document of the list to Governance Council.
- Chris explained that the ADA compliance question is still being discussed and looked at. He explained that PDFs aren't always ADA compliant.
- Brendan said he approved the PDF versions of the program planners. Brendan was informed the web version of the program planners would have everything on them that the PDF program planners had, and the web version of the planners would be printable. Brendan heard that some of the information is missing or is not correct on the web version, and not all web version planners print correctly.
- Brad is working on getting the logos and last revised date added to the web version of the planners.
- Brad will discuss with Chris if additional resources are needed to resolve website changes requested.
- Chris is confident the issues will be resolved and corrections made.

3. Review/Approve 2019-20 and 2020-21 Academic Calendars –

- Kendra explained the process of developing the academic calendars.
- Kendra moved to approve the 2019-20 and 2020-21 academic calendars with the minor correction to the contract days in the 2019-20 academic calendar.

Approved unanimously

4. SBCTC Campus Climate Assessment Mandated by Senate Bill 5518 (conduct a uniform, system-wide survey of both students and employees on the topic of sexual violence).

- Kendra explained the reason behind the Campus Climate Bill and that the State Board will survey all CTC students and employees. The survey is going through the State IRB process. The State Board hopes to survey students in April.
- Kendra explained questions on the survey are invasive and can be triggering. Our obligation is to provide the survey given from the State Board. Students don't have to take the survey. There will be a reaction when you take the survey.
- Kendra recommended taking the information to Instructional Council and notifying faculty.

- Chris explained that some of the questions are being reevaluated by the State Board and the survey task force because they are graphic.
- Kendra is working with key employees/areas on campus to provide resources to students and staff.
- Kendra explained the hope was that students and staff would take the anti-harassment course during winter quarter in order to provide students with knowledge of resources available.
- Kendra explained that we have asked the “Think About It” course (student version of anti-harassment course) to be required for all Athletes and ASLCC students. It's voluntary for the rest of students.

5. **Main Remodel Project**

- Brendan said the first meeting of the users group is next week, and it is a pretty comprehensive group.
- Hiedi suggested that in addition to looking at faculty class schedules, to consider office hours and other meetings that faculty attend before scheduling the user group meeting. Brendan explained that meetings across groups are getting more difficult to schedule.

6. **Update on Emergency Preparedness**

- Kendra explained that a couple weeks ago some LCC staff saw a demo of Maxient. It's a system that tracks conduct behavior (i.e., BIT TEAM, Title IX). Many other CTC's in Washington use it. We signed the contract last week and had a conference call. Once Maxient receives needed information from LCC, we will hopefully be up and running in 60-90 days, and then they will train employees using the program (i.e., BIT TEAM, counselors). This will replace the current BIT forms. Notifications will automatically go to key employees on campus, instead of being a manual process. It will make the process more seamless.
- Chris shared that another alert notification system is being looked at right now. They are still researching different notification systems.
- Brad shared that some faculty expressed appreciation for locks on the doors and signs above the doors.
- Chris explained that local law enforcement have been conducting some trainings.
- Jeanne reported that some faculty have noticed an increase in homeless individuals on campus lately, especially early mornings.
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7. **Other**

- Kendra shared that the VPSS position closed today. As of last count, there were around 25 applicants (update...there are 40). The committee meets March 17th to review applications and select applicants to interview. Interviews and open forums will hopefully be scheduled early May.
- Brad asked when we will receive the PACE survey results. Chris said Wendy received an email yesterday stating how many took the survey. Chris said it should be soon but they haven't heard a date as of yet.
- Chris reported that the State found a \$13 million mistake (not in CTC's favor).

- Chris said the VOC building project came in fourth place by 0.23 of a point. There's still a small chance it will get approved. Chris is lobbying for it. The formal vote is happening next month. It may change the conversations of what we do or don't remodel. Chris explained the decision will not affect the Main remodel, but it will have an impact on campus.

Chris Bailey, President
Brendan Glaser, VP
Nolan Wheeler, VP
Kendra Sprague, Interim VP

Brad Benjamin, Faculty Chair
Hiedi Bauer
Jim Stanley
Jeanne Hamer
Nichole DiGerlando