

PURPOSE: Participatory Governance Leaders Meeting
LOCATION: Administration Building / Room 1901 / President's Conference Room
TIME: 1:30 – 3:00 PM / First and Third Wednesdays

ITEM	TIME	TOPICS	LEADERS	EXPECTED OUTCOME
1	1:30-1:32	Welcome + Announcements	Holcroft / Smith	
2	1:32-1:35	Approval of Minutes: February 03, 2016	Holcroft / Smith	Action
3	1:35-1:55	Workforce Workgroup – Funding Updates	Girardelli / Cormia	
4	1:35-1:45	Educational Master Plan (EMP) – Draft (2 nd Read)	Kuo	Action
5	1:45-2:05	History Department – Out-of-Cycle Request (2 nd Read)	Holcroft / Smith	Action
6	2:05-2:40	Shared Governance – Committee Structure & Analysis (Discussion)	Holcroft / Smith	
7	2:40-3:00	ACCJC Substantive Change for Sunnyvale Center (1 st Read)	LaManque	

Future PaRC Meetings: Mar 2, Mar 16, Apr 6, Apr 20, May 4, May 18, June 1, June 15

Upcoming Events: Dr. Frances Kendall – Diversity Presentation (Feb 26), Courageous Conversations – Part 1 (May 26-27)

PaRC Members Present:
 Alexander Park, B

Courtney Cooper announced that the closing ceremony for Black History Month will be held on February 24 from 12:00PM-1:00PM

(2) APPROVAL OF MINUTES – FEBRUARY 03, 2016

The minutes from the February 03, 2016 meeting were approved by consensus.

The revision made to the January 20, 2016 minutes were noted in the February 03, 2016 meeting minutes.

(3) WORKFORCE WORKGROUP – FUNDING UPDATES

The statement of need was reviewed to determine how it addressed the following elements:

(a) Sole Full-Time Faculty Member:

Does Not Apply

(b) Enrollment Trends:

Consistent

(c) Student Impact & Effect on Ability to Graduate:

It was noted that the lack of an additional hire would push back the development of new courses. Courtney Cooper noted that granting this request would be in support of the urgently needed development of Latino and African-American history courses and support of the EMP. Lack of development of such courses may affect retention and enrollment in the department. Faculty noted that new faculty do not write curriculum for new course development and

There needs to be a mindset among the workgroups (and other committees) that input from the constituents is critical.

Take a look at all the governance groups that currently exist, review their structure and purpose and determine what the College really needs.

(7) ACCJC SUBSTANTIVE CHANGE FOR SUNNYVALE CENTER (1st Read)

Andrew LaManque introduced the substantive change proposal document; he noted that any time the College does a major change to one of its programs, it must go to the commission (ACCJC) and indicate, *"this is what we are doing"* and *"this is the plan"*. The College cannot offer financial aid for a program unless you have approval from ACCJC. As the Sunnyvale Center is a change of location, a new building and offering new programs, a substantive change document is required. Meredith Heiser asked that two clarifications be made on the proposal, (a) report out the number of students at Middlefield, and (b)