Strategic Goal 1.B Action Step 1: Convene a College leadership retreat with representation across constituent groups to develop and propose a revised institutional committee structure and committee composition.

Present: Kevin Bontenbal, Linda Fontanilla, Lisa Gray, Cathleen Greiner, Marie Larsen, Pamela Ralston

Absent: Allison Merzon, Gil Stork

Committee members discussed the chart resulting from the last meeting.

Themes:
- Committees are too large and seem to often have the same members.
- Members agreed that all committees participate in the governance process.
- The chart is supplemental to the narrative. If the chart does not make the narrative more clear, it needs to be fixed or to go away.
- The structure is comprised of central committee(s) under which other committees and/or workgroups do the work to inform it (them). The desired outcome is that these larger committees are overarching and the committees/groups under them do more specialized work and are staffed by experts in those areas. Example given was the Planning and Budget Committee may have under it the Strategic Planning Committee.
- College Council will keep faculty prioritization and will have a separate workgroup to consider matters of instruction (Instructional Council was suggested, then “council” was thought not to be the best descriptor).
- Members noted this may not seem not much different than what we are doing now, but will result in more clarity in roles, purview, reporting, and lines of communication between committees. This will improve the College’s ability to assess and improve its committee work.

Questions: (remaining from last meeting):
- Are there too many committees?
- What is the purpose of each committee?
- What is the purview of each committee?

Follow up:
- Continue discussing committee reporting, roles, purview
- Check the committee list for committees which may no longer be needed, or may be joined with another committee

Next Meeting: Wednesday, October 26 at 1:30pm in room 8008.
DRAFT CHART OF PROPOSED COMMITTEE STRUCTURE