GOVERNANCE AND PLANNING (GAP) APPROVED 09/21/11

Date: SEPTEMBER 7, 2011

Time: 10:00 A.M. TO 12:00 P.M. (adjourned at 11:40pm)
CAMPUS CENTER ROOMS 219-220

Attendees:	Daniel Peck (led meeting for Laurel Jones) Tim Karas (for Norma Ambriz-Galaviz) Penny Johnson Worku Negash Dianne Dorian	Pat Fenton (ACE Rep) Patrick Hudak Susan Monahan Gerry Oliver Rene Mesa Nicole Pinto
Guests:	Vianji De la Cruz (for Linda Angelotti)	

Agenda Items - MEETING SUMMARY IN RED - APPROVED SEPTEMBER 21, 11

Topic	Topic Lead	Time	Outcomes
Welcome and Introductions	**Peck**	00:05	Introduce meeting participants.
Review GAP Membership and Meeting Schedule	**Peck/ Angelotti**	00:10	Identify full membership and approve schedule. ➢ Clarification and Discussion was done regarding GAP Membership. ➢ GAP Meeting was moved to weekly from bi-weekly; if conflicts occur with holidays, cancellation will be provided to members with enough notice; approved unanimously.
Review GAP Charge	**Peck**	00:15	Discussion and timeframe for approval. ➢ Revisions were done regarding potential goals, especially "campus climate;" clarification needed. Thoughts on changing the wording of "organizational development." ➢ Suggestion to emphasize having a more strategic direction. ➢ The goals are to be emailed to Committees to review and return with suggestions. **Timeline and Goals:** Return topic in **2 Weeks, Sept. 28, 2011**
Suggestions for GAP Meetings This Year	**All**	00:10	Discussion and recommendations. ➢ Pat, as well as others, indicated that this has been the best year he's ever served on GAP because GAP'S contribution and effectiveness has truly been succeeding in accomplishments. ➢ Clarification needed to be made regarding the voting procedures of GAP regarding constituency. Some felt that majority rule ideology was unfair to those who disagreed. Recommendation was made for anonymous ballot voting as needed. **Final decision** to have a formal voting procedure for Budget or allocation issues, and other agenda items to be agreed upon through consensus. **Voting Issue: Re-agenda /finalize later when President returns.** ➢ Clarification needed on representation of committees; where to report and to whom; Miscommunication regarding retrieval of senate feedback in the past needs to improve. Senate needs better consistency. Setting dates was proposed instead of relying on division meetings. ➢ **Agenda items are set by Laurel through committees;** any proposals for agenda items are welcome and should be sent to Linda and Laurel.

GAP 2011-2012 Goals	**Peck**	00:20	Discussion and timeframe for approval. ➢ **1st Goal:** Review of Budget allocation models as a process. • Agendas include discussion. • Recommendations. • Evaluation of how it worked at the end of year ➢ **2nd Goal:** Facilitate college communication around process and all challenges. • Stress regarding outcomes in reductions rather than elevated. • College community more united and cohesive • Campus Climate survey at start, middle, end ➢ **3rd Goal:** Opportunities coincide with strategic planning and creating a strategic plan. ➢ **4th Goal:** Accreditation; oversight.
Budget Reduction Timeline	**Negash**	00:20	Discussion and approval. ➢ Discussed the WVMCCD Budget Reduction Targets for FY 2012-2013. ➢ Cuts will not be made until 2012 due to the funds from Land Corp. ➢ Addressed the DBAC issue regarding a rumor of MC is receiving a larger cut than WV and additional cut might be made, concerns are being addressed and no final discussion has been made yet. ➢ Primary Goal suggestions from different constituencies must be submitted by **Oct.5 GAP Workshop.** **Oct. 5, 12, 19:** are times set aside for GAP Workshops to discuss reduction modalities. **Nov. 5:** Mission's Decision is submitted to President. **Dec.1:** Office of Administrative Services to submit by 12/13 MC budget reduction plan to district finance office. ➢ Gerry moved it, Diane second it; approved unanimously.
Committee Listing and Meeting Calendar	**Peck**	00:10	Finalize Meeting Calendar and Membership for all committees. ➢ To be sent out to Linda by following meeting, **Sept. 14th, 2011.** ➢ Clarification that Staff/ Diversity committee meets every 3rd Thursday.
Review Mission College Mission Statement and Timeline	**Peck**	00:20	(Currently set as an annual review) Discussion; recommendation on current statement and timeline for ongoing organizational review/integration into four year strategic planning. ➢ Three options where presented to address the modification of Mission Statement and Timeline; lasted time modify was SP. '10. ➢ Motion set to be included with the Strategic planning, every four years; approved unanimously.
Review Agenda for District Joint Accreditation	**Peck**	00:10	Information item. ➢ Shared draft 3-Year Accreditation Timeline for

(DISJOINT) Meeting			College. ➢ Need a new Accreditation liaison. ➢ Forming Steering Committee this year; Standards Team Co-Chairs to be identified in Spring 2012. ➢ To use WIKI to receive feedback. ➢ It will be reviewed by committees and feedback will be sent back at a later date. ➢ Discussed purpose of District Joint Accreditation Meeting.

MISSION COLLEGE GAP MEETING SCHEDULE 2011-2012

Meetings are held in the Campus Center Rooms 219/220
Wednesdays, 10 a.m. to 12 p.m.

Gap will meet EVERY WEDNESDAY Fall 2011
(Unless otherwise announced)

September	7
September	14
September	21
September	28
October	5
October	12
October	19
October	26
November	2
November	9
November	16
November	23
November	30
December	7
December	14
December	21