

Oversight Group MEETING MINUTES

Meeting Date: June 10, 2025



Members in Attendance	Council Co-Chairs: <input checked="" type="checkbox"/> Debra Mason <input checked="" type="checkbox"/> Jim Wentworth-Plato Recorder: <input checked="" type="checkbox"/> Kattie Riggs	Members: <input checked="" type="checkbox"/> Tim Cook <input checked="" type="checkbox"/> David Plotkin <input checked="" type="checkbox"/> Jeff Shaffer <input checked="" type="checkbox"/> Danielle Hoffman	<input checked="" type="checkbox"/> Carol Burnell <input checked="" type="checkbox"/> Josh Aman <input checked="" type="checkbox"/> Sarah Steidl <input checked="" type="checkbox"/> Lori Hall	<input checked="" type="checkbox"/> Mark Yannotta <input checked="" type="checkbox"/> Melissa McCormack <input checked="" type="checkbox"/> Casey Layton <input checked="" type="checkbox"/> Justine Munds

Topic/Items	Category	Notes	Decisions/Action Items
1. Welcome	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information	Jim welcomed the group.	
2. Debrief the Public Oversight Group meeting	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information	<p>Folks are hearing that they would like to see more of these types of meetings.</p> <p>The Process Support will be doing a survey to hear information college-wide</p>	
3. Schedule/Membership Changes	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information	<p>Next year's meeting schedule is set for the 2nd Tuesday of each month from 8 – 9:30 AM. This is still good with everyone.</p> <p>The Public Oversight Group Meeting will be held the 8th week of each term on Friday of roughly 12 – 1:30 PM for an all staff calendar invite will be sent out to put a hold on staff's calendars.</p> <p>There has been no date chosen at this point. We will send out a doodle poll for options.</p>	

		<p>There will be some membership changes for the Oversight Group meetings:</p> <ul style="list-style-type: none"> • Jim Wentworth-Plato will be replaced by Felicia Arce • Justine Munds will be replaced by Jenny Miller • There might be a change to the Finance Council Co-Chair. Jeff might remove himself from Co-Chair position and asking Christy Owen to 	
4. Process Support Group Recommendation	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	<p>They felt like this was a great example of how Shared Governance process should work. Something came up in the Process Support Group and they didn't feel it was within their purview to make a decisions on it, so they wrote up a recommendation to the Oversight Group to discuss and make a decision on. Their needs to be a formal written response to the Process Support Group regarding their recommendation.</p> <p>Debra and Jim will be the one who author the formal response from the Oversight Group.</p> <p>Justine provided a brief overview of the recommendation that the Process Support sent to the Oversight Group. The compensation piece was really around being a Co-Chair.</p> <p>There was a question about how someone like Mark that is a Faculty member on both the Finance Council and the Budget Advisory Subgroup.</p> <p>There was a discussion around what is in and out of shared governance as far as bargaining and personnel/compensation is outside of the shared governance.</p>	

		<p>Should there be something in the Councils' handbook saying that each role has about "X" number of hours per month.</p> <p>When sending a revision to the recommendation, it would be to make sure it is clear in the handbook to honor the bargaining</p> <p>We could say there is a recommendation to have David discuss with the Deans.</p> <p>Recommendation to have David, Jeff, and Melissa provide clear direction on contractual language and past practices.</p> <p>Workgroup figure or looking at documents already in place the amount of time commitment for each of the positions.</p> <p>These are not workgroups of the Oversight Group. These are workgroups outside of Shared Governance.</p>	
6. Shared Governance Councils Activities Update	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information	<p>Jim mentioned the template for Council Priorities and asked that the Councils utilized the template. Should be documented under the Council websites under additional documents.</p> <p>Ask each of the Councils to do this:</p> <ul style="list-style-type: none"> • Post Charters • Post Priorities <p>Under additional documents on each Council's website.</p> <p>It would be nice to have the opportunity to have the Oversight Group review the Council Priorities prior to the presentation the 8th week of the term.</p>	

There would be a great opportunity for the Strategic Priority-owners can make it very clear how the Council Priorities are linked to the Strategic Priorities, specifically:

- Teaching and Learning
- Student Support
- People and Culture

There might be a recommendation that needs to be made to the Process Support Group, but that changed.

\$200 per Council for Retreat expenses and Lori will get back to us on the GL account code to use or how to submit the expenses.

Shared Governance Councils provided updates:

DEI Community of Practice –

Teaching and Learning Council –

- Would like to create a new standing committee under their Council. They will create the committee and report back on how it went. There needs to have some kind of level of higher authority because it has budget implications.

Student Support Council –

People & Culture Council –

Finance Council –

Operations Council –

Process Support – No update.

Future Agenda Items for Meetings			
Topic/Item	Category	Key Points: Provide 50 words or less on expected outcome	Facilitator
1.	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information		
Upcoming Meeting Date	Start Time	End Time	Location
October 14, 2025	8:00 AM	9:30 AM	Roger Rook Hall, RR 110