

PROCESS SUPPORT GROUP - MEETING MINUTES



Meeting Date: February 21, 025

Members in Attendance	<p>Council Co-Chairs:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Lori Hall <input checked="" type="checkbox"/> Justine Munds <p>Recorder:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Jen Miller 	<p>Members:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Kirby Gleason <input checked="" type="checkbox"/> Michell Gipson <input checked="" type="checkbox"/> Julia Nicholson <input type="checkbox"/> Lisa Reynolds <input checked="" type="checkbox"/> Lucan Hann 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> John Ginsburg <input checked="" type="checkbox"/> April Chastain <input checked="" type="checkbox"/> Kari Nixon <input checked="" type="checkbox"/> Traci Boyle-Galestiantz <input checked="" type="checkbox"/> Margaret Mallatt <input checked="" type="checkbox"/> Amber Steele <input checked="" type="checkbox"/> Adrienne Scritsmier <input checked="" type="checkbox"/> Laura Lundborg
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Topic/Items	Category	Notes	Decisions/Action Items
1. Recap	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information 	<ul style="list-style-type: none"> • The Process Support Group welcomed several new members! • The group reviewed their top three priorities for the year, with a focus on improving shared governance processes and addressing concerns about compliance and inclusivity. They also discussed the need for more feedback processes, the potential for employee compensation for shared governance work, and the formation of a work group to tackle these topics. The conversation ended with plans to create a document for self-selection of subgroup work, present a recommendation to the oversight group, and schedule a follow-up meeting to further discuss these topics. • Justine led discussion where the team reviewed and finalized their top three priorities for the year. The priorities were selected from a long list of potential tasks gathered from various councils 	<ul style="list-style-type: none"> • See "Next Steps"

		<p>and shared governance groups. Justine also addressed an issue where a document was mistakenly deleted and made sure to set the document's access to only the members of the team's group. The team was asked to review the priorities document and provide feedback.</p> <ul style="list-style-type: none">• The group deliberated on the inclusion of specific community collaborators and resources in their processes. The concept of two types of council members - standing and additional - was discussed, with a suggestion to clarify this in the shared governance council charters. The team also considered the need for resources, such as website changes and potential financial compensation for part-time classified or associate faculty members. The discussion concluded with the understanding that the subgroups would work on these topics and make recommendations at a later stage.• Justine led a discussion about the need for a resource or an outcome in the group's process. The group agreed that it was more likely an outcome. They also discussed the need for editing or adding to the assessment priority. Jenny raised a concern about councils making decisions without involving those affected, which led to a discussion about the need for a process guideline. The group decided that this issue should be addressed separately and not as part of the assessment. Adrienne suggested that the issue might be more suitable for the oversight group, not the process support group. Justine clarified the difference between the two groups, with the oversight group focusing on how processes are followed. Lori asked about the established channel of communication between their group and the oversight group, to which Justine and Loris confirmed that each council's co-chairs are part of the oversight group and can bring concerns to the agenda. Jenny/Jen also acknowledged the growing pains associated with positive change.	
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<p>2. Next Steps</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information 	<ul style="list-style-type: none"> • Lori and Justine to create and send out a document for subgroup self-selection. • Lori and Justine to send a reminder to review the recommendation document for the oversight group. • Lori and Justine to prepare a mini-orientation or overview document for new members. • Lori and Justine to add time for Q&A and orientation discussion to the next meeting agenda. • Julia to review the recommendation document and add suggestions asynchronously. • John to review the recommendation document from a student perspective. • Process Support Group members to review the recommendation of priorities document before the next oversight group meeting in March. • The team will create subgroups to work on these priorities, with subgroup membership determined through a document sent out to all members. 	