HARTNELL COMMUNITY COLLEGE DISTRICT GOVERNANCE CHARTER

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B Each of the four councils is led by administrator, faculty, and staff tri-leads appointed by the

GOVERNANCE COORDINATION GROUP

PURPOSE: The Governance Coordination Group keeps the participatory governance system organized and focused on strategic governance agenda.

MEMBERSHIP
- B All three tri-leads (one administrator, one faculty member, and one staff) from each of the four governance councils: College Council tri-leads, Institutional Effectiveness Council tri-leads, Institutional Resources Council tri-leads, and Student Success Council tri-leads (term determined at Council level).
- B The council tri-leads will rotate responsibility for facilitating GCG meetings.

Resources
- B Academic Senate Vice President or designee attends one meeting per semester and/or is available for consultation for assistance with properly routing 10+1 issues (available for consultation)
- B Director of Communications, Marketing and Public Relations attends one meeting per semester and/or monitors GCG's agendas, minutes, and GCG Strategic Goals Spreadsheet published on the website and updated at a minimum monthly in order to report out key items to the College
- B ASHC President or designee attends one meeting per semester and/or is available for consultation for assistance with providing the student perspective.

FREQUENCY OF MEETINGS
Once a month during the academic year.

RECEIVES INFORMATION FROM
- B The following sources appropriate to the work of the College's participatory governance system, including but not limited to employees, students, other college councils and/or committees when items have the potential for college wide implications or impact.
- B The tri-leads collaboratively assist in developing the agendas for and monitoring the decisions from the four Councils at the GCG meetings. Any individual (student or employee) who wants an item placed on a council agenda may submit the item in writing to the Governance Coordination Group tri-leads.

REPORTS TO/ RECOMMENDATIONS
- B Makes agenda recommendations to the Councils
- B Reports back to the College via Governance Coordination Group Strategic Agenda Spreadsheet published on the website.
- B When appropriate, recommends proposed agenda items be rerouted from governance to town halls, webinars, workshops, focus groups, and/or presentations at organizational meetings.

GOVERNANCE COORDINATION GROUP RESPONSIBILITIES
1. Conducts Spring retreat to train governance appointees and choose strategic governance agenda for the next academic year
2. Coordinates with councils to ensure the appropriate number of new council appointees for the next academic year are requested in a timely manner so that most if not all council members are in place by Spring Retreat
3. Sets standards for all participatory governance remote meetings (i.e. screen sharing documents on

as needed.
4.