

**Dates of Internal Committee Evaluations in spring 2012:**

IPRC - Jan. 27-Feb. 10th; Survey discussion at Feb. 10th meeting.

C&P - Jan. 24- Feb. 6th; Survey discussion at Feb. 9th meeting.

SIC - Feb. 1-14th; Survey discussion at Feb. 15th meeting.

AAC - Jan. 30-Feb. 8th; Survey discussion at Feb. 10th meeting.

BPC - Jan. 30th - Feb. 8th; Survey discussion at Feb. 24th meeting.

All Committees send a report and recommendations to the Governance Organization Committee by Feb. 28th.

**Governance Organization Committee Meeting - March 3rd, 2012**

At this meeting, the GO committee will review the Governance Organization's Effectiveness Survey (over 250 respondents) and reports and recommendations from the internal committee evaluations. It will also review any requests for additional governance committees.

GO recommendations go to all four governance councils for approval as recommendations to the Superintendent/president.

**Governance Organization Committee Membership**

College superintendent/president and Academic Senate president co-chair  
2 Vice Presidents  
1 additional representative from Administrative Council  
Associated Students Government President or designee from ASG  
Classified Senate President  
Classified Senate Vice President  
Academic Senate Vice President  
3 additional representatives from Academic Senate Council

## **Institutional Program Review Committee (IPRC)**

### **Governance Committee Internal Survey Instrument:**

#### **Likert Scale of 1–5**

(1 = strongly disagree to 5 = strongly agree including and neutral = 3)

1. The number of members of this committee is appropriate and effective to the mission of the committee.
2. The representation of this committee is appropriate and effective to the mission of the committee.
3. Adequate information and communication have been provided to me to support my work on this committee during the year.
4. Faculty ONLY: The workload of this committee is appropriate and is within the district-wide expectation of five hours per week of collegial governance work.
5. Non-faculty ONLY: My workload on this committee is appropriate for my job classification.
6. Effective measures are utilized to equitably distribute the workload with respect to all committee members.
7. The number and duration of meetings of this committee effectively support the workload of this committee.
8. The tasks assigned to and performed by this committee are appropriate and relevant within the context of the governance structure.
9. Leadership of this committee is appropriate and effective.
10. The co-chairs have worked well together in making the committee work, including meetings, efficient and effective.
11. The co-chairs have provided a balanced perspective for the work of this committee.



## AAC Internal Review Survey Results

This survey was conducted using Surveygizmo and ran from January 30<sup>th</sup> through February 7<sup>th</sup>, 2012. A total of 17 responses were generated.

1. The number of members of this committee is appropriate and effective to the mission of the committee.

	#	%
Strongly Agree	7	41%
Agree	9	53%
Strongly Disagree	1	6%
Grand Total	17	100%

*Comments:*

Not everyone offers input at every meeting, nor should they. But the cross section of disciplines and perspectives is invaluable for a committee with AAC's mission and scope.

The committee seems large to me, although I am a new member so perhaps I am still unfamiliar with the scope of our workload.

**2. The representation of this committee is appropriate and effective to the mission of the committee.**

	#	%
Strongly Agree	5	29%
Agree	9	53%
Neutral	1	6%
Disagree	1	6%
Strongly Disagree	1	6%
<b>Grand Total</b>	<b>17</b>	<b>100%</b>

*Comments:*

I have not analyzed the representative make-up of the committee this year as closely as perhaps some others (including Chair, V.P. for Instruction, and Academic Senate President) presumably have.

I'm sure it is difficult to create a balanced committee with respect to representation in a group this large. There are many different faculty disciplines and faculty groups who deserve representation, but volunteers may not align with those goals. However, in the 3 years of this committee's existence, too many faculty from the same discipline areas are serving. Maybe AAC or Senate can do some outreach to attract a more diverse bunch for next year.

The committee is more representative than ever this year. Previously, we had had several people from the same departments, but now the representation is spread more evenly and effectively.

Would like to see more tenured faculty on the committee, since they are more likely to speak freely.

**3. The information provided in the AAC portal site has proven to be helpful to me in the performance of my duties on this committee.**

	#	%
Strongly Agree	4	24%
Agree	3	18%
Neutral	8	47%
Disagree	1	6%
NA	1	6%
<b>Grand Total</b>	<b>17</b>	<b>100%</b>

Comments:

I am too new to the committee and have not yet used the AAC portal site.

I haven't used the portal for this.

The portal still remains cumbersome.

While it is nice to have a location to access the materials, I do not think that the Portal is user friendly. There are other "cloud" locations that are less cluttered.

**4. Adequate information and communication have been provided to me to support my work on this committee during the year.**

	#	%
Strongly Agree	12	71%
Agree	5	29%
Grand Total	17	100%

Comments:

Penny has been very thorough, timely, and clear in bringing information to us.

Penny Skemp does a fabulous job.

This is largely due to Penny's diligence.

**5. Faculty ONLY (mark "Not Applicable" if not faculty). The workload of this committee is appropriate and is within the district-wide expectation of five hours per week of collegial governance work.**

	#	%
Strongly Agree	8	47%
Agree	4	24%
Neutral	1	6%
NA	4	24%
Grand Total	17	100%

Comments:

Inevitably some members will invest (and need to invest) more hours than will others or will experience surges in sub-committee tasks at different points in the semester, but overall I feel the workload distribution is equitable and falls within legitimate expectations.

It's just right!

That really depends upon what sub-committee(s) you are on, but for the most part, I

agree.

The workload seems more reasonable this year.

There are a few subcommittees that do a flurry of work in a short time period. There are other subcommittees that accomplish their work is at a more stable, constant rate. There is fair amount of reading that needs to be done in order to be familiar with the issues that come before the committee, and that is the place where I spend the most time.

**6. Non-faculty ONLY (mark "Not Applicable" if faculty). My workload on this committee is appropriate for my job classification.**

	#	%
Agree	3	18%
Neutral	1	6%
NA	13	76%
<b>Grand Total</b>	<b>17</b>	<b>1</b>

*Comments:* None were provided

**7. Effective measures are utilized to equitably distribute the workload with respect to all committee members.**

	#	%
Strongly Agree	6	35%
Agree	7	41%
Neutral	3	18%
Disagree	1	6%
<b>Grand Total</b>	<b>17</b>	<b>100%</b>

*Comments:*

I'm not aware that we have a formal process to partition the workload.

This one is still falling short. It's a large committee, but again this year, the worker bees tend to be the same small group. Maybe those who have not yet stepped forward will do so this spring semester, or they will consider leaving the committee at the end of the year, and creating an opening for someone else who wants to be on AAC and is also willing to help out with the workload.

8. Effective measures are utilized to equitably distribute the workload with respect to the calendar year.

	#	%
Strongly Agree	7	41%
Agree	6	35%
Neutral	3	18%
NA	1	6%
Grand Total	17	100%

Comments:

I can't answer that yet based upon my limited experience on the committee. I'm not aware that we have a formal process to partition the workload.

9. The number and duration of meetings of this committee effectively support the workload of this committee.

	#	%
Strongly Agree	11	65%
Agree	6	35%
Grand Total	17	100%

Comments:

For most if not all members, more meeting hours per month would be opprobrious and would result in less invested time and focus in key sub-committee work and other college tasks and responsibilities. I think this is especially important to consider in light of the exponential increase of non-instructional/non-classroom demands on faculty here at MCC over the past ten years. (SLOs and their assessment are only one example of the dramatic increase in unremunerated time investment required of most faculty, to the inevitable detriment of class preparation, testing and grading, periodic attendance at and participation in conferences, and, in some disciplines, frequency of student conferencing.)

The number of normal, full committee meetings allows for flexibility, with subcommittee meetings and tasks.

Unlike some other committees, this one operates extraordinarily efficiently and effectively. I am very happy to serve on this committee.

10. The tasks assigned to and performed by this committee are appropriate and relevant within the context of the governance structure.

	#	%
Strongly Agree	10	59%
Agree	7	41%
Grand Total	17	100%

Comments:

I believe that the ranking of faculty new hires by this committee may or may not have been relevant.

Though the tasks assigned have been appropriate, I have concerns that once recommendations from AAC move past academic senate, administrators may not fully recognize the depth and breadth of scrutiny behind the recommendations put forth. For example, the ping-ponging of AP-7120-4 indicates that at least some administrators are closing their eyes to the negative ramifications of treating faculty groups differently. ""Stalling"" the adoption of this AP appears to be a stealth tactic.

11. The tasks assigned to and performed by the subcommittees I have been part of have been clearly defined, appropriate and relevant within the context of the AAC structure and functions.

	#	%
Strongly Agree	10	59%
Agree	5	29%
Neutral	1	6%
Disagree	1	6%
Grand Total	17	100%

Comments:

I can finally agree with this statement. Everything has evolved to greater clarity within the past year.

12. Leadership of this committee is appropriate and effective.

	#	%
Strongly Agree	15	88%
Agree	2	12%



<b>Grand Total</b>	<b>17</b>	<b>100%</b>
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*Comments:*

I believe that stronger direction could have helped direct the committee during the faculty new hire ranking and re-ranking.

I can't say enough about Penny's leadership. She is inclusive, efficient, well-prepared, well-informed, articulate--everything we can hope for in a chair.

Penny has been an amazing chair!

Penny has been an excellent facilitator for the committee. Others on the committee, including subcommittee 'chairs' have been very thoughtful and communicated with the larger group well.

Penny is outstanding as leader of this committee!

Very impressed with the leadership of this committee. Penny Skemp has been a role model for us all.

### 13. Adequate and appropriate support personnel are assigned to this committee.

	#	%
Strongly Agree	6	35%
Agree	7	41%
Neutral	4	24%
<b>Grand Total</b>	<b>17</b>	<b>100%</b>

*Comments:*

Beyond the concept of 'assigned personnel' there has been good support from the college at large.

Dana does a fine job.

Dana has done a wonderful job.

The Chair of the committee (AAC) would be a more knowledgeable source for commenting on this than I am.

*Governance Committee Internal Survey Instruments*

**C&P Instrument: Likert scale of 1–5**

(strongly disagree at 1 to strongly agree at 5 including neutral at 3); open text box for comments after each question and one for Other Comments at the end.

1. The number of members of the full C&P committee is appropriate and effective to the mission of the committee.
2. The representation of the full C&P committee is appropriate and effective to the mission of the committee.
3. CPCC MEMBERS ONLY: The number of members of the Curriculum subcommittee is appropriate and effective to the mission of the committee.
4. CPCC MEMBERS ONLY: The representation on the Curriculum subcommittee is appropriate and effective to the mission of the committee.
5. The orientation training that I received during flex week was appropriate and has proven helpful to me in the performance of my duties on this committee.
6. Adequate and appropriate information and communication have been provided to me to support my work on this committee.
7. FACULTY ONLY: The workload of this committee is appropriate and is within the district-wide expectation of five hours per week of collegial governance work.
8. NONFACULTY ONLY: The workload on this committee is appropriate for me as a member representing my constituency group in collegial governance.
9. Effective measures are utilized to appropriately and equitably distribute the workload with respect to the full and CPCC subcommittee and all committee members.
10. Effective measures are utilized to equitably distribute the workload with respect to the calendar year.
11. The number and duration of meetings of this committee effectively support the workload of the full C&P committee and CPCC subcommittee.
12. The tasks assigned to, and performed by, the subcommittees and/or task forces of this committee have been clearly defined, appropriate, and relevant within the context of the C&P committee and the governance structure.
13. Leadership of this committee is appropriate and effective.
14. Adequate and appropriate support personnel are assigned to this committee

# Survey: Budget and Planning Committee

Jan. 2012

Please respond to the following questions regarding your experiences on this committee. (Note: In this survey you are not evaluating, at a global level, the reorganized governance structure itself)

**Scoring scale:**  
1 = Strongly Disagree  
5 = Strongly Agree  
Leave blank if no basis for opinion

## I. Committee membership

A. The number of members on this committee is appropriate and effective to the mission of the committee 1 2 3 4 5

B. The representation on this committee in terms of balance (faculty, staff, admin, student) is appropriate and effective to the mission of the committee 1 2 3 4 5

Comments on membership:

DRAFT

## II. Training and Support

A. The introduction and training I have received for working on this committee were appropriate and have proven to be helpful to me in the performance of my duties on this committee 1 2 3 4 5

B. Adequate information and communication have been provided to me to support my work on this committee during the year. 1 2 3 4 5

Comments on training and support:

## III. Workload

A-1. Faculty ONLY: The workload of this committee is appropriate and within the college-wide expectation of 5 hours per week of collegial governance 1 2 3 4 5

A-2. Non-faculty ONLY: My workload on this committee is appropriate for my job classification 1 2 3 4 5

B. Effective measures are utilized to equitably distribute the workload with respect to all committee members. 1 2 3 4 5

III. Workload, cont.

C. Effective measures are utilized to equitably distribute the workload with respect to the calendar year. 1 2 3 4 5

D. The number and duration of meetings of this committee effectively support the workload of this committee 1 2 3 4 5

E. The tasks assigned to, and performed by, this committee are appropriate and relevant within the context of the governance structure 1 2 3 4 5

F. The tasks assigned to, and performed by, the subcommittees and/or task forces I have been part of have been clearly defined, appropriate and relevant within the context of the BPC and GO structure and functions 1 2 3 4 5

Comments on workload:

IV. Leadership and Institutional Support

A. Leadership of this committee is appropriate and effective 1 2 3 4 5

B. The co-chairs have worked well together in making the committee work, including meetings, efficient and effective 1 2 3 4 5

C. The co-chairs have provided a balanced perspective for the work of this committee 1 2 3 4 5

D. Adequate and appropriate support personnel are assigned to this committee 1 2 3 4 5

Comments on leadership and institutional support:

DRAFT

IV. Other comments:

Thank you for your feedback. Jim Austin and , Co-chairs of BPC