

AGENDA

Committee Support Committee Regular Meeting

Date/Time: Monday, Mar 20, 2017 at 2:00 PM

Location: R406— Math Success Center Conference Room

- I. Call to order
Call to order at 2:24PM
Present: Rob, Shelagh, and Jay.
Rhea can't make it this semester. She'll not be a member of the committee anymore. We need to recruit new members.
- II. Approval of the minutes from the last meeting
Approved unanimously
- III. Public Comment
No public comments
- IV. Set our goals for this semester
 - a. Go through feedback from our Chair Module and implement any edits
 - b. Add "Committee Goals" and "Assessment of the Committee Goals" – Jay, contact Crystal for goal setting and assessment
 - c. Support committee chairs so that they can update their committee webpage according to the Brown Act (e.g. posting agendas and minutes).
 - d. Re-visit our recommendation to the Board
 - e. Check on Ad Hoc Committees to see if they are still active or need to be archived
 - f. Request the bylaws committee to bring up our recommendation (our recommendation was referred to the bylaws committee about a year ago?) to the Board
- V. Review of Canvas Chair Training Module
 - a. Feedback from users
 - b. Add "committee goals" and "evaluation of the committee goals" section to the Canvas Chair Training Module?
- VI. Re-visit our recommendation to the Board
Committees needing attention:

Incorrect name of a committee: Breakfast committee → Senate Event Committee (look up the Board meeting minutes)

Bylaws committee needs to post the minutes/ agendas

C&I committee needs to post the minutes/ agendas

DE committee needs to post the minutes starting Oct2016

Equivalency committee needs to post the minutes/ agendas

PD committee needs to post the minutes/ agendas

Learning Assessment committee is doing fantastic!

Nomination and Election committee needs to post the minutes/ agendas

Scholarship committee needs to post the minutes/ agendas

VII. Adjourn

Meeting adjourned at 3:06