

**GOVERNANCE COUNCIL MINUTES**

**January 24, 2025  
Cougar Room  
10:10 a.m. to 12:00 p.m.**

**Members Present:** Xiaohong Li, Mike Mayfield, Bill Devine, Leslie Minor, Candace Duron, Debbie Rios, Trudi Blanco, Juana Rangel-Escobedo, Mike Giacomini

**Members Absent:** Kanoe Bandy, Heather del Rosario, Renae Ginther, Adam Bledsoe,   
Justin Madding, Giselle Hovind, Jorge Castro, Tina Mendoza

**Guests:** Ken Smith (Designee for Tina Mendoza), Saul Acosta, Amber Garcia

**Facilitator:** Candace Duron **Timekeeper:** Mike Mayfield

**Recorder:** Brandy Young

**Call to Order:**

The Taft College Governance Council meeting was called to order at 10:10 a.m.

**Welcome and Introductions**Mike Giacomini, Acting Vice President of Administrative Services was welcomed.

**Approval of Minutes – September 20, 2024 (Action)**Minutes were approved by consensus with the following correction:

* Next Regular Meeting: December 13th at 10:10 – Cancelled

**Committee Reports**

* **Strategic Enrollment (SEMCOM) (Leslie Minor)**
  + The annual Student Survey was launched at the end of fall semester. Currently there are 405 responses to date. The survey will remain open until the end of January. Survey results will be summarized and shared with the Governance Council.
* **Budget Committee (Mike Giacomini)**
  + The committee discussed the Governor’s budget proposal, to be released this January, and its potential impact on California Community Colleges.
  + Discussed the impacts of the incoming U.S. Presidential leadership as well as the California wildfires on the economy.
* **Strategic Planning Committee (Xiaohong Li)**
  + The Educational Master Plan is nearing completion. The goal setting session is scheduled for February 13.
  + The accreditation mid-term report is on track. Evidence is being collected and the data compilation is almost completed.
  + The SPC has made a recommendation to the Governance Council to approve a formal process to review the Mission Statement
* **Campus Safety and Security (No Report)**
* **Information Technology Committee (Xiaohong Li)**
  + Continues the efforts of cybersecurity awareness
    - Provided online training during inservice. The online training will be recommended every two years.
  + The College was awarded a $2500 grant for cybersecurity awareness. The money will be used for flyers and t-shirts. Also to host events.
  + A survey will be administered to faculty and students to gain feedback on technology resources in the classroom.
  + Students will be required to use MFA (multi-factor authentication) starting this spring semester. The DUO app will be used
  + Students will now be strongly encouraged to use their TC email for campus communications.
  + Student awareness for MFA and TC email will be published in the student orientation materials and the student handbook.
  + **Action:** Charter – Approved by consensus with the following changes to membership:
    - Dean of Instruction or/ Dean of Career Technical Education and Workforce Development
  + **Action:** Self-Evaluation – Approved by consensus

* **DEIAA Workgroup (Leslie Minor)**
  + Work in progress –
    - Guest Speaker guidelines/protocol
    - Study Abroad program – Oaxaca community
    - Spring 2025 field trip – location to be decided
    - Non-credit courses for faculty/ESL bridge
    - Cultural arts learning experience
    - DEI training – Board Policy and Administrative Procedure
    - DEI and Vision 2030 alignment
    - Developing the DEI Coordinator position
    - Discussion on BP 3415 – currently no changes in the state law or statements from the Chancellor’s office. Will be discussed during the management team meeting.
* **Academic Senate (Candace Duron)**
  + Every two years the Senate votes on new officer positions. This spring the positions of Senate President and Senate Secretary will be voted on. Candace Duron has been nominated for President and Michelle Beasley has been nominated for Secretary. Michelle Oja will be standing in for Vicki Jacobi as Academic Senate Vice President until Vicki’s return in March.
  + The Senate will rank their proposed full-time faculty positions from the program review goal submissions this February.

**Educational Master Plan Development Update (Xiaohong Li)**

* The Collaborative Brain Trust consultants will meet with members of Governance Council and the Cabinet on February 13th to hold a six-hour goal setting session to complete the final phase of the EMP development.

**Accreditation Mid-Term Report (Xiaohong Li)**A handout titled “Reflections for Continuous Improvement” was shared. This form will be distributed to all departments on campus to gather improvements, updates, activities, or future activities to be used in the report.

**Mission Statement Review Process (Xiaohong Li)**

**(Action)** The Governance Council voted unanimously in favor of performing a formal review of the College Mission Statement as outlined in the Planning Guide. The review process will take place in 2026.

**Accreditation Substantive Change Report**  
There is a new requirement from ACCJC for colleges to submit a Substantive Change Inquiry form if 50% of courses are offered via distance education. The report will be submitted to ACCJC in February 2025.

**Other**The IR Office is compiling information to conduct the Evaluation of Funded Items Impact Study. Each year, goals that have been funded through the Program Review process are analyzed for effectiveness. The report will be shared with the Governance Council at a future meeting.

**Next Regular Meeting:** TBD

**Facilitator:** Heather del Rosario

**Timekeeper:** Tina Mendoza

**Meeting Adjourned:** 11:00 a.m.

**Respectfully submitted by**: Brandy Young

**Reminder—Please forward future recommended agenda items to**

**Todd Hampton and Candace Duron**