

*Attended: Kate Jolley, Kim Starke, Alia Dunphy, Lisa Beach, Jennifer Richardson, Kathy Burton, Erin Daniels, Leila Rand, Corrine Haverinen, Dana Throckmorton and Paul DeMartini.*

**I. HOUSEKEEPING; CHECK IN; RUMORS**

- New Vice President, Human Resources, Alia Dunphy was introduced to the group.

**II. APPROVAL OF MINUTES**

- March 24, 2025 Meeting Minutes (Approved as is)

**III. COMMITTEE GOALS FOR 2024/25**

- Assess and prepare for the implementation of the ACMM

**IV. NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION**

1. Update on Participatory Governance Structure and Committee Alignment: District Access Committee (Kate)
  - Kate shared with the group the email that was sent from College Council regarding the Update and Outcome of the Participatory Governance Structure and Committee Alignment that College Council has been working on this year (attached). In the email, it was noted that DAC would be dissolved with the governance related work going to two other District committees and the remainder going to the appropriate operational area.
  - The committee discussed the results and shared some concerns. The committees absorbing the work of DAC are the Textbook & Instructional Materials committee and the Information Technology Group (ITG).

Some concerns about representation on the committees. Kate shared that Alia would be on both committees and the committee discussed some additional recommendations for each committee. (KJ NOTE – these recommendations were approved by College Council and incorporated into the governance structure) There was some concern mentioned about the Digital Accessibility not getting the time and attention it needs. Also, there was concern about the progress with the ACMM. It was suggested this group could possibly become a Workgroup or Subcommittee, which would need to go through the governance creation process.
2. Article in Oakleaf about Academic Senate eliminating the On-Line Learning policy.
  - Yes, as the District is converting all policies and procedures to CCLC format, some current policies and procedures that are not required are being eliminated.

**V. OLD BUSINESS FOR DISCUSSION AND POSSIBLE ACTION****VI. MEETING RECAP & PLAN NEXT MEETING AGENDA**

*Next meeting – This was the last meeting for this committee.*

## Dixon, Brenda

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**From:** Jolley, Kate  
**Sent:** Sunday, April 6, 2025 5:44 PM  
**To:** Beach, Lisa; Starke, Kimberly; Burton, Katherine; Daniels, Erin; DeMartini, Paul; Grayson, Margaret; Haverinen, Corrine; Rand, Leila; Richardson, Jennifer; Throckmorton, Dana; Murray Connor (SGOV); Ezersky, Debbie  
**Cc:** McHale, Robin; Snyder, Kevin; Dixon, Brenda; Dunphy, Alia  
**Subject:** FW: Update on Participatory Governance Structure and Committee Alignment: District Access Committee

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi all,

I am sharing the information below from College Council as it relates to the participatory governance restructure and the District Access Committee. You will see that DAC is going to be dissolved with the work going to two other committees that have the ultimate responsibility for the areas, as well as to the operational departments with the oversight for the work, as appropriate.

Alia will be here for DAC's final meeting in May but Brenda, can you add to the agenda in case there are questions? I can also attend if the committee would like or am happy to answer any questions via email. If anyone would like to continue the work, the committee appointments are being delayed until the fall so everyone will have time to request to be appointed to the committees where the work is being done going forward.

Thanks,  
Kate

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**From:** Sonkaynar, Zehra <zsonkaynar@santarosa.edu> **On Behalf Of** Garcia, Angelica  
**Sent:** Saturday, April 5, 2025 8:29 PM  
**To:** Jolley, Kate <kjolley@santarosa.edu>  
**Cc:** Jolley, Kate <kjolley@santarosa.edu>; Garcia, Angelica <angelicagarcia@santarosa.edu>; Jay, Linda <ljay@santarosa.edu>; Stover, John <jstover@santarosa.edu>; Sonkaynar, Zehra <zsonkaynar@santarosa.edu>  
**Subject:** Update on Participatory Governance Structure and Committee Alignment: District Access Committee

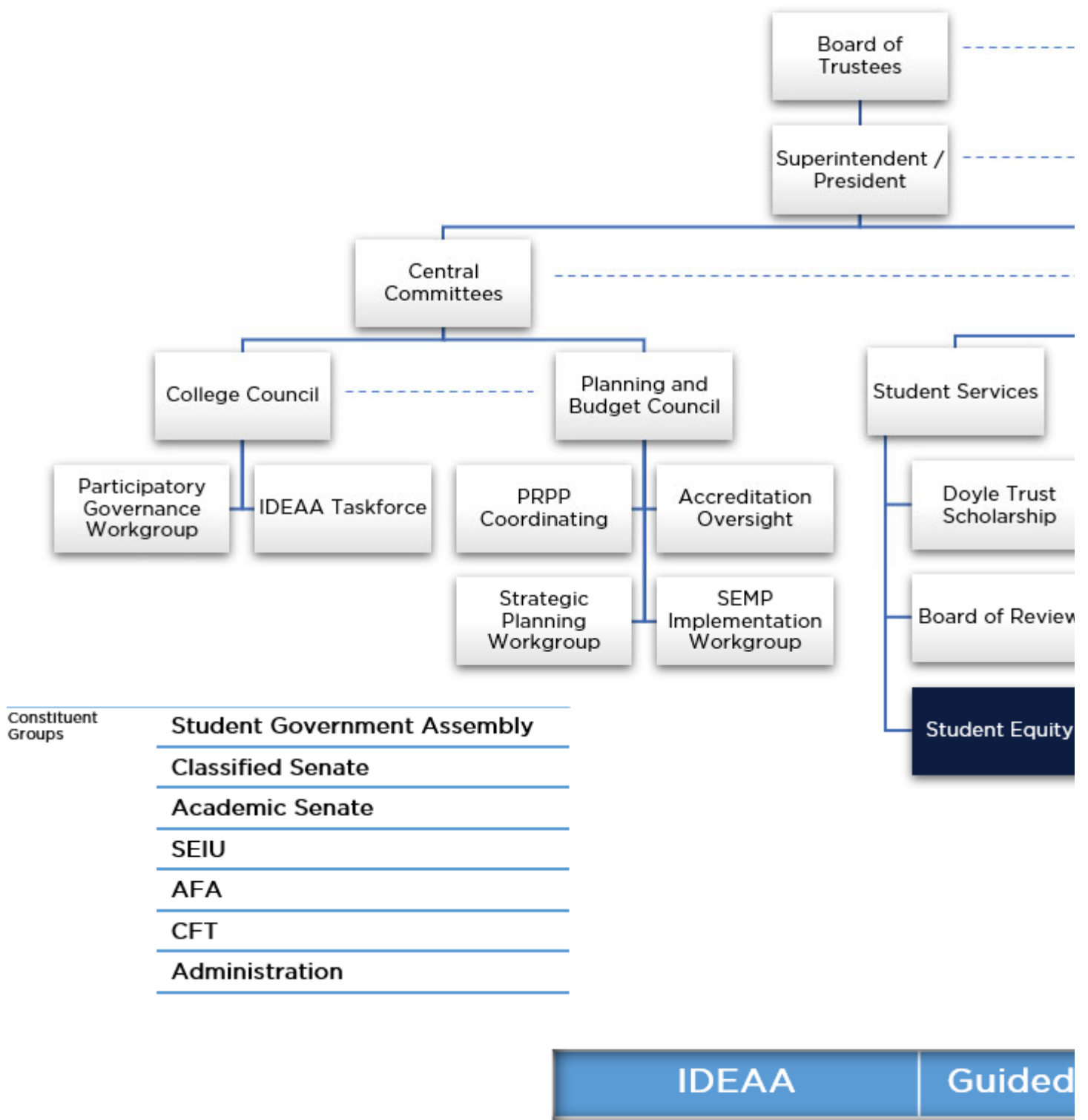
Dear Kate,

You are receiving this email as the chair of District Access Committee.

As you know, the College Council has been evaluating our governance structure to improve clarity and create a more cohesive decision-making process. The purpose of this email is to share an overview of the proposed new structure, including recommended changes to individual committees. This has been a thorough, thoughtful, and collaborative effort that involved a comprehensive survey of committees including a review committee charges, roles, responsibilities and decision-making pathways across committees. We are grateful for the many individuals who participated in shaping and refining our framework.

One key challenge of the previous structure was ambiguity in decision-making processes and the flow of recommendations. The new structure, pictured below, provides a clear framework and path for recommendations:

- **Central Committees** provide recommendations that support the District's mission, goals, and operational plans. These committees hold final recommendation authority on District-wide matters, except where restricted by legal statutes, board policies, or agreements.
- **Operational Committees** serve specialized roles, such as supporting negotiated elements of collective bargaining agreements or addressing institutional functions like technology, facilities, and professional development.
- **Academic Senate Consultation Committees** function as operational committees focused on professional and academic matters specifically designated for faculty.



To align with this new structure, beginning with the Fall 2025 semester, several committees will undergo changes to clarify responsibilities, prevent overlap, and better align with their areas of focus. Updates include refining charges for clarity; modifying membership to support equitable representation across constituent groups and alignment with the scope of work; aligning with collective bargaining agreements; removing policy and procedure revision responsibilities; and ensuring professional development remains within committees with direct oversight.

### **Committee-Specific Updates**

As a result of this effort, the **District Access Committee** will be dissolved at the conclusion of the Spring 2025 semester. The critical work of the committee will be incorporated into existing committees with the primary oversight of the areas where barriers may occur. This decision reflects the integration of accessibility-related efforts into structures that better align with current operational practices. The committee's facilities-related responsibilities have already transitioned to the District Facilities Advisory Committee (DFAC), while the remaining work—primarily focused on technology and instructional materials—will be integrated into the Institutional Technology Committee (ITC) and Textbook and Instructional Materials Committee (TIMC). As ITG oversees technology across the District and TIMC oversees instructional materials, their charges and committee memberships have been expanded to address accessibility-related responsibilities.

### **Next Steps**

Please share this information with your committee members as soon as possible and thank them for their continued participation. **On Monday, April 7, 2025**, we will send a separate District-wide update on the revisions to the participatory governance structure, noting that chairs have received committee-specific information and will review them with committee members in the coming days.

The final participatory governance structure will be reviewed by College Council on May 15, 2025, for recommendation and approval at the regular meeting of the Board of Trustees on June 10, 2025.

If you have any questions, please do not hesitate to reach out. Thank you for your continued commitment and support in strengthening our shared governance system.

Sincerely,

College Council Tri-Chairs

Dr. Angelica Garcia, Superintendent/President

John Stover, Academic Senate President

Linda Jay, Classified Senate President

*and on Behalf of College Council Members*

Robert Holcomb, PhD, Vice President of Academic Affairs

Molly Senecal, Vice President of Student Services

Kate Jolley, Interim Vice President of Human Resources

Stephanie Jarrett, Acting Vice President of Finance and Administrative Services

Anne Donegan, AFA President

Sandy Sigala, SEIU President

Ruben Garcia, SGA President

Laura Aspinall, Executive Secretary, Academic Senate

Nick Perrone, History Instructor

Anne Donnelly, SGA Executive Vice President of Legislation