

PURPOSE AND PURVIEW OF THE COUNCIL:

Advise and consult with the President in college-wide governance issues and overall institutional planning from a \_\_\_\_\_ perspective



#### Meetings:

- The Council will meet 2x/month on Fridays from 1-3 p.m. through the end of Spring 2022. Meetings will be suspended in summer and frequency TBD for Fall 2022.
- Council meetings are open to all (entire college community)
- Meetings will be held on campus (Admin building), with a remote attendance option.

#### Agenda Prep:

- Agendas will be prepared in advance of the meetings and posted on the College website (new MIP-C page to be created) at least 72 hours prior to each meeting.
- Agenda topics can be proposed by any member of the council, broader college community, and public (an online form will be available on the MIP-C website, with an automated response confirming their submission, and stating that the request will be reviewed with the timeline for review to anyone who requests an agenda topic, and requests populate an Excel spreadsheet that will be reviewed by the steering committee)
- A steering committee (College President, ASFC President, CS President, AS President) will meet in a timely manner to:
  - review the topics requested by the Council members/college community and determine which ones should come before the council or be referred to another group, and make that referral if needed
    - Agenda items will be limited to those that require decisions or guidance at the mission/strategic level, not the tactical level
    - determine what date the MIP-C relevant topics will get on the MIP-C agenda
    - communicate that determination (date of MIP-C hearing, or referral to another committee, or Other, to the requestor)
  - set the upcoming meeting agenda, ensuring all appropriate stakeholders per a given topic are invited to the meeting, and post it to the website
  - invite appropriate college representatives to meetings requiring their expertise
- Every agenda will include a short public comment opportunity for unagendized topics; time limits will be provided for public comment
- The MIP-C website will include dates, times and location of all upcoming MIP-C meetings, along with dates of when the steering committee will meet to set the agendas, and deadlines for requesting items to be considered for the agenda.

#### Agenda:

- Open hearings (for items not on the agenda) with appropriate time limit
- Agenda topics for information
- Agenda topics for discussion and action at meeting or when appropriate
- Other
- Upcoming meeting dates and agenda topics

#### Meeting Prep:

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