

**THE COMMUNITY COLLEGE
OF RHODE ISLAND**
COLLEGE ASSEMBLY MEETING



Friday October 14th College Assembly Meeting

Start Time: 11:00am End Time: 12:30pm Room Number: 4104

Meeting Agenda:

1. Opening remarks from the Chair and Vice-Chair
2. Updates on VP Ogden's charge and amending the governance manual
3. Outline the plan to ratify the Constitution and By-Laws
4. Review the Proposed Standing Committees
5. Form Standing Committees
6. Schedule November Meeting Date(s) + Assembly Pictures
7. Meeting adjourns

Rollcall:

Total Members: 27 Present Members: 24 Quorum: 14

Name	Title	Department	Division	Attendance
Beatrice McGeoch	Director, Adult Education	Adult Education	Workforce Partnerships	Y
John Vota	Senior Information Technologist	Desktop & Media Services	Information Technology	Y
Lynn Gudeczak	Manager, Help Desk and Academic Computer Labs	Help Desk	Information Technology	Y
Yamel Chinchilla	Assistant Director. Admission	Admissions	Student Affairs	Y
Elizabeth Del Sesto	Coordinator, Academic Affairs	Office of the VP of Academic Affairs	Academic Affairs	Y
Mimi Fattore	Counselor, Student Development	Advising	Student Affairs	N
Donna Raptakis	Instructor Community and Workforce Partnership	Workforce Partnerships	Workforce Partnerships	N

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Stephanie Cabral	Business Analyst	Office of the VP Admin/Finance	Administration & Finance	Y
Liz Giordano	Director of Career Services and Experiential Education	Career Services	Workforce Partnerships	Y
Michael Archetto	Building and Grounds Officer	Physical Plant	Administration & Finance	Y
Naglaa Gaafar Rego	Coordinator, SAP Initiatives	Financial Aid	Student Affairs	Y
Becka Carroll	Assistant Director of Brand Marketing & Advertising	Marketing and Communications	President's Division	Y
Raekwon Grace	Facilitator, Diversity, Equity, Inclusion and Organizational Development	Institutional Equity and Human Resources	Administration & Finance	Y
JoAnn Albro	Information Services Tech II	Mathematics	Academic Affairs	Y
Anna Battye	Coordinator, Student Transfers	Advising	Student Affairs	Y
Helen Ducharme	Coordinator	Disability Services	Student Affairs	Y
Amy C. Zervas	Coordinator	Human Resources	Administration & Finance	Y
Maya Geraldo	Coordinator of Academic Initiatives and Operations	Office of the VP of Academic Affairs	Academic Affairs	Y
Michael Daley	Senior Technical Programmer	MIS	Information Technology	Y
Kevin Novell	TRIO Technical Support Specialist	Access to Opportunity	Student Affairs	Y
Michelle Lussier	Coordinator	Disability Services	Student Affairs	Y
Wendy Parr	Assistant Administrative Officer	Advising	Student Affairs	Y
Christine Jenkins	Associate Dean, Student Life	Office of the Dean of Students	Student Affairs	Y
Sandra Nolan	Director, Concurrent Enrollment	Office of the Dean of BSTM	Academic Affairs	Y
Michael Campbell	Manager, Talent Acquisition	Human Resources	Administration & Finance	N
Dawn Lapre	Technical Staff Assistant	Mathematics	Academic Affairs	Y



Meaghan Plouffe	Technical Staff Assistant	Art, Art History, and Design	Academic Affairs	Y
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Agenda Item 1) Opening remarks from the Chair and Vice-Chair

- Greetings and introductions of the meeting by Chair Gaafar Rego. Grounds the work of the Assembly in CCRI’s Mission and Guiding Principles.
- Welcomes Faculty Senate attendee Vice Chair Kerri Friel.
- Establishes that Assembly members going forward will be called “Representatives”
- Gives the floor to VP Alix Ogden.

Agenda Item 2) Updates on Alix’s charge and amending the governance manual

- VP Ogden gives context to the role of the Assembly in helping establish CCRI NECHE accreditation for Standard 3.
- VP Ogden would like a working draft of the Constitution and By-Laws that has been ratified by the Assembly by November 4th and is happy to help the Assembly accomplish that.

Agenda Item 3) Outline the plan to ratify the Constitution and By-Laws

- Chair Gaafar Rego reviews three different models of governance for the Assembly to choose from to make policy decisions.
 - Model 1 gives bills to the President’s Council (PC) before it advances to the President
 - Model 2 is closely modeled after the Faculty Senate’s governance structure, leveraging subcommittees with subject matter experts and admin designees to help with streamlined approval process
 - Model 3 is a hybrid between 1 and 2 that uses subject matter experts and admin designees in committees and includes the PC

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- Question from Representative Geraldo: Does model 2 include the voices of external partners?
 - Yes with inclusion of subject matter experts on committees.
- Representative Vota: How do committees communicate with each other to avoid stepping on toes?
 - Representative Geraldo recommends a bill tracker or guide for all committee operations and communications
- Representative Daley: What is the distinction between the Senior Leadership Team and the President's Council?
 - SLT are exclusively administrators while PC includes other partners/leaders such as union leadership and governance leadership. Assembly Chair is invited to attend PC meetings.
- Representative Geraldo recommendation: merge models 1 and 2 to include input from decision makers and prep it for success from the PC.
- Representative Giordano highlights that buy-in from the PC is critical and that while they meet bi-monthly that their support is critical for success.
- Question from Representative McGeoch: What is Standard 3?
 - Reviews and gives resources for Standard 3 on [NECHE website](#)
- Vote and approval for hybrid model.

Agenda Item 4) Review the Proposed Standing Committees

- Chair Gaafar Rego reviews the 6 currently proposed standing committees:
 - DEI
 - Elections
 - Operations
 - Strategy and Finance
 - Student Success
 - Technology and Data
- Representative Albro highlights that the existing Health and Services Committee has continued to meet regularly and inquires how we will work together. Assembly Chair will reach out for more information from VP Ogden and Assembly leadership will discuss with the Committee leads to come back to this with more information.



Agenda Item 5) Form Standing Committees

- Vice Chair Cabral shares the committee ranking online form so everybody can rank the committee they would like to serve on the most and least. This will help form the committees with close to equal membership.
- The form must be submitted before 10/21/2022

Agenda Item 6) Schedule November Meeting Date(s) + Assembly Pictures

- Representative Novell asked what the process will be like to make changes to the Constitution and By-Laws.
 - An emergency meeting will be held October 28th from 9am – 10:30am to review the process for amending/approving the Constitution and By-Laws. Before then the documents will be shared to allow for revisions and feedback from Assembly Representatives. Feedback must be submitted no later than October 21st
- Representative Carroll highlights how ccri.edu/governance routes to the Senate website and brings attention to us needing to correct this.
- Marketing will be contacted to schedule pictures of the Assembly Representatives for the next meeting.

Agenda Item 7) Meeting adjourns at 12:33pm