COMMUNICATION SUBCOMMITTEE

12.17.19, Revised 2.11.20

PAC Members:

1. Susan Gaulden
2. Martha Ecker
3. Janelle Ferraro
4. Annmarie Flatekval
5. Caleb Herbst
6. Aaron Lorenz
7. Sandra Hancock Martin
8. Peter Mercer
9. Ed Petkus
10. Chris Romano
11. John Thompson

**Co-chairs are still needed for this**
**subcommittee.**

**Co-chairs are responsible for:**
- Recording the subcommittee’s membership/meetings
- Advancing the subcommittee’s work outside of PAC meetings
- Bringing forth implementation plans

**Responsible for Stewardship of the following Shared Governance Task Force Report**

**Recommendations:**

**Recommendation 1:** Make meetings more open and transparent.

a) Provide consistent advance notice of meeting agendas.

b) At the close of each meeting, explicitly set a list of takeaways so that liaisons/representatives report out consistent information to their respective constituent groups.

c) Review and/or adjust meeting management to ensure that the reporting out by liaisons/representatives is inclusive and adequate.

**Recommendation 2:** Maintain a centralized website with current information on all standing College committees and governance groups to include committee charges, membership, and in what capacity members serve.

**Recommendation 3:** Multi-channel dissemination of information about items currently under review.

a) An excellent example of this is the system currently used by Provost’s Council, which places voting items into a 30-day review cycle, during which time representatives engage their constituencies and gather feedback.

**Resources:**

PAC Membership and Meeting Materials: [www.ramapo.edu/president/pac](http://www.ramapo.edu/president/pac)

Shared Governance Task Force Report: [https://web.ramapo.edu/shared-governance/](https://web.ramapo.edu/shared-governance/)