COMMUNICATION SUBCOMMITTEE

12.17.19, Revised 2.11.20, March 2020

PAC Members:

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

**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/)