Executive Council Minutes
8.3.2023 10:00 am, Founders & via Zoom

Meeting Facilitator: Jesse Smith-Fulia

Roll Call:

√	Dr. Darci Cather		Chris Clark	√	Dr. Tim Taylor
√	Tina Dudley	√	Mindy Reach	√	Dr. April Teske
√	Ginger Harner		Kevin Hunsperger	√	Rob Lucas
	Faculty		Karen McGoy		Mike McNally
	Faculty	√	Dr. Lisa Price	√	Dr. Kristin Shelby
√	Becky Hawes	√	Jesse Smith-Fulia		
√	Felicia Rouse	√	Lindsay Johnson		

Agenda Items:

I. Call to Order

Jesse called the meeting to order at 10:10 am.

II. Approve Minutes of June 1, 2023

Ginger made a motion to approve the minutes as written with a second by Dr. Price. All members voted in favor and the motion carried.

III. Council/Team Updates

Council or Team	Chair
Academic Affairs Council	Ginger Harner
Student Affairs Council	Mindy Reach
Diversity, Equity, Inclusion Council	Rob Lucas
Administrative Services Council	Lindsay Johnson/Dwayne Fehrenbacher
Academic Leadership Team	Dr. Darci Cather
Student Affairs Leadership Team	Dr. Lisa Price
Administrative Leadership Team	Chris Clark
Academic Standards Team	
Student Academic Assessment Team	Mike McNally
Curriculum & Instruction Team	Dr. Kristin Shelby
Recruitment & Enrollment Team	Carrie Davis & Mandy Palmer
Student Experience Team	Danielle Boyd or Teale Betts
Cultural Awareness Team	Erin King
Employee Relations Team	Becky Steinmetz
Business & Finance Team	Brandy Woods
Facilities Management Team	Lindsay Johnson
Public Information & Marketing Update	Kevin Hunsperger
Institutional Effectiveness	Dr. April Teske

Academic Affairs Update: Ginger noted there was no July meeting. The Academic Freedom Policy is on the agenda for a third review.

Student Affairs Update: Mindy Reach reported working on the Student Handbook, the online student orientation platform and is on the Agenda for the Course Load/Overload policy.

DEI Council: Rob reported no July meeting. There is an extended luncheon meeting scheduled for August 31.

Administrative Services Council: Lindsay reported a meeting on July 27 and the Unauthorized Animals on Campus Policy is on the agenda for review.

Institutional Effectiveness: Dr. Teske reported a group effort working on the ICCB Self Recognition Process due in 2024. The group includes Drs. Teske, Shelby and Cather.

IV. Academic Freedom Policy – Ginger Harner

Ginger shared the third review of the policy.

Mindy made a motion to accept the Academic Freedom Policy as written. Dr. Price seconded the motion. All members voted in favor and the motion carried.

V. Unauthorized Animals on Campus Policy – Lindsay Johnson

Lindsay introduced the policy. Suggestions included adding a value statement, clarification of a professional healthcare provider, further define who is qualified to issue supportive documentation and consider adding language addressing a mental health plan of care. Also, add vaccination record to the documentation requirements and clarify within the grievance procedure to complete the complaint form available online.

Jesse made a motion to return the policy to the Facilities Management Team and incorporate suggestions presented. Dr. Cather seconded the motion. All members voted in favor and the motion carried.

VI. Course Load/Overload – Mindy Reach

Mindy introduced the draft procedure. Discussion and suggestions include:

a) Is the purpose of this to give Advisors support when a student demands more since there is an area for Advisor notes?

b) Within the guidelines, make the exceptions more generic versus indicating specific programs
c) Eliminate definitions, but include in an overall glossary within the policy manual
d) Clarify academic level credits due to the number of credits taken by Adult Ed
e) Look at empowering the individual and meeting the students where they are

Rob made a motion to send the proposed policy back to the Student Affairs Council with a second by Jesse. All members voted in favor and the motion carried.

Dr. Price made a motion to put a pause on the current policy related to credit hour/course load until the implementation of a revised procedure. Dr. Shelby seconded the motion. All members voted in favor and the motion carried.

VII. Executive Council Composition – Jesse Smith-Fulia

Jesse shared a proposed composition for the Executive Council, which includes all Council Chairs, all Vice Presidents (VPs), Executive Assistant, two staff and three faculty. Jesse would remain as a faculty representative. Ad Hoc members include all Executive Directors (EDs), Assessment Coordinator and the Accreditation Liaison Officer. Further discussion included Ginger remaining as a Staff representative and potentially taking the Chairperson role.

Dr. Shelby made a motion to reduce the number of members of the Executive Council and incorporate the proposed composition presented by Jesse. Dr. Cather seconded the motion and all members voted in favor. The motion carried.

Jesse made a motion to move forward with the changing the verbiage within the Executive Council Committee Charge. Ginger seconded the motion and all members voted in favor. The motion carried.

VIII. Shared Governance Manual Updates – Dr. Taylor

Dr. Taylor shared some of the revisions that the Shared Governance manual is undergoing, including adding strategic initiatives, priority areas, and HLC criterion specific to each Teams committee charge.

IX. Update on Shared Governance Retreat – Ad Hoc Committee

The Ad Hoc Committee will reconvene upon the return of all members to discuss the August 24 Shared Governance Retreat.

X. Adjournment

Jesse made a motion to adjourn at 12:31pm with a second by Dr. Shelby. All members voted in favor and the motion carried.

Next meeting will be held Thursday, September 7, 2023, 10am in the Founders Room & via Zoom