Executive Council Minutes
06.27.2024 10:00 am, Founders & via Zoom

Meeting Facilitators: Ginger Harner (Chair), Sheryl Ribbing (Co-Chair)
Roll Call:

√	Dr. April Teske		
√	Chris Clark		***Co-Chairs – As invited***
	Lorena Hines		Blake Goforth (Academic Affairs)
	Mindy Ashby		Keyarra Blissett (Student Affairs)
√	Lindsay Johnson		Dwayne Fehrenbacher (Admin Svcs)
	Jennifer Watkins		Kayla Sauerbrunn (DEIB)
√	Jeff McGoy		
√	Jesse Smith-Fulia (Zoom)		
	Lee Van Alstine		***Ad Hoc – As invited***
	~~Sheryl Ribbing, Co-Chair~~ OUT		*Felicia Rouse*
√	Ginger Harner, Chair		*Sabrina Black*
√	Becky Hawes		*Dr. Kristin Shelby*
√	Tina Dudley		*Kevin Hunsperger*
	~~Dr. Tim Taylor, Advisory~~ OFF		*Mike McNally*

I. Call to Order
Ginger called the meeting to order at 10:03.

II. Approve Minutes of May 23, 2024
Jeff made a motion to approve the minutes of May 23, 2024 as written with a second by Lindsay. All members voted in favor and the motion carried.

III. Additions to the Agenda
There were no additions to the agenda.

IV. Council/Team Updates

Councils	Chair/Co-Chair
Academic Affairs Council	**Lorena Hines/Blake Goforth**
Academic Leadership Team	Dr. April Teske
Academic Standards Team	Mandy Hannan
Student Academic Assessment Team	Mike McNally
Curriculum & Instruction Team	Dr. Kristin Shelby
Student Affairs Council	**Mindy Ashby/Keyarra Blissett**
Student Affairs Leadership Team	Jeff McGoy
Recruitment & Enrollment Team	Carrie Davis & Mandy Palmer
Student Experience Team	Danielle Boyd & Teale Betts
DEIB Council	**Jennifer Watkins/Kayla Sauerbrunn**
Cultural Awareness Team	Mindy Ashby
Employee Relations Team	Rebecca Steinmetz
Administrative Services Council	**Lindsay Johnson/Dwayne Fehrenbacher**
Administrative Services Leadership Team	Chris Clark
Business & Finance Team	Brandy Woods
Facilities Management Team	Dwayne Fehrenbacher

Academic Affairs – Dr. Teske
Dr. Teske reported that Academic Affairs Leadership team will be meeting on July 9 and AI is a discussion topic. Academic Affairs Council will resume meeting in August with discussion to include AI usage, an integrity policy and the operation standards development will be prioritized. Academic Standards will developing a Competency-Based Education (CBE) philosophy definition and guidelines. The C&I team approved the CBE welding program; however, it is still with ICCB.

Student Affairs – Jeff
Jeff reported there will be three "pursuit" policies to present at the July meeting:

- Pursuit of Excellence in Admissions & Records Practice (A3100)
- Pursuit of Excellence in Financial Aid Practices (A3200)
- Pursuit of Excellence in Recruiting & Enrollment Services (A3300)

DEIB
There was no representation for a report.

Administrative Services Council - Lindsay
Lindsay reported that several policies were on the agenda for review. Also, the Facilities Team is working on a Request for Office Moves form to be placed on mySCC and the Business & Finance Team will be updating the Travel policy and submit at a later date.

V. Administrative Services Council

A. A5200 Procurement Excellence Policy

Discussion included sentence order/structure, user-friendly and strengthening risk management language and updating header box with relevant sections of the ICCB Fiscal Manual.

Lindsay made a motion to approve the A5200 policy with minor edits. Jeff seconded the motion and the motion carried.

B. A5200.00 Expenditure Authorization Procedure

Discussion included strengthening and clarifying language, prefacing the operating standard with a overarching statement and updating header box with relevant sections of the Administrative Policy Manual.

Lindsay made a motion to approve the A5200.00 operating standard with minor edits. Dr. Teske seconded the motion and the motion carried.

C. A5500 Asset Stewardship Policy

Lindsay made a motion to approve the A5500 policy with minor edits. Jeff seconded the motion and the motion carried.

D. A6100 Infrastructure Quality Policy

Discussion included strengthening language, updating communication language and updating header box with relevant sections of the Administrative Policy Manual.

Lindsay made a motion to approve the A6100 policy with minor edits. Becky seconded the motion and the motion carried.

E. A7300 Ethical Use of Facility Resources Policy

Discussion included removal of some language and updating header box with relevant sections of any identified external standards.

Lindsay made a motion to approve the A7300 policy with minor edits. Dr. Teske seconded the motion and the motion carried.

VI. Academic Affairs Council

There were no policies or operating standards to review.

VII. Student Affairs Council

There were no policies or operating standards to review.

VIII. DEIB Council

There were no policies or operating standards to review.

IX. Executive Council Review of Criterion Update – Ginger

Ginger thanked everyone for their hard work.

X. Shared Governance Manual Updates – Ginger

Tina met with each Vice President and Felicia Rouse to discuss proposed changes to the Shared Governance manual. Revisions will include priority area changes, changes in composition, and the committee changes (mission statement). The hope is to have a revised edition submitted to members prior to the July 25 meeting.

XI. Adjournment

Jeff made a motion to adjourn the meeting at 11:18am with a second by Chris. All members voted in favor and the motion carried.