Executive Council Minutes
07.25.2024 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		
	Lee Van Alstine		***Ad Hoc – As invited***
√	Sheryl Ribbing, Co-Chair (zoom)		*Felicia Rouse*
√	Ginger Harner, Chair		*Sabrina Black*
√	Becky Hawes		*Dr. Kristin Shelby*
√	Tina Dudley	√	*Kevin Hunsperger*
	Dr. Tim Taylor, Advisory		*Mike McNally*

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

II. Approve Minutes of May 23, 2024
Mindy made a motion to approve the May 23, 2024 minutes as written. Lindsay seconded the motion. 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 – Blake Goforth
Academic Affairs teams resume meeting in August with activity to include the development of A2100.05 Program/Major Pathway Development; A2100.20 Course Development; A2100.60 Academic Program Review; and 2300.30 Faculty Evaluation.

Student Affairs – Mindy Ashby
The agenda includes three policies for review. Also, Student Affairs teams are working on a SAP policy and will be conducting several Enrollment Extravaganza events over the next few weeks.

DEIB – Jennifer Watkins
There have been no recent meetings, however Felicia has been gathering information/input via electronic means and the next policy to develop is personal safety/wellness. Also, Mindy reported that the Cultural Awareness Team has changed their name to Cultural & Community Engagement Team. (Note, this will be an additional edit to the FY25 Shared Governance Manual)

Administrative Services – Lindsay Johnson
There are four policies being developed arising from HLC preparation. The Facility Request operating standard is also being developed.

NOTE: Summaries of each council/team activities will be provided as part of the call out for Agenda Items to better capture current activities.

V. Administrative Services Council
There were no policies or operating standards presented.

VI. Academic Affairs Council
There were no policies or operating standards presented

VII. Student Affairs Council
A. Pursuit of Excellence in Admissions & Records Practice (A3100) SECOND READ

Mindy made a motion to approve the policy as presented with a second by Lindsay, all members voted in favor and the motion carried.

B. Pursuit of Excellence in Financial Aid Practices (A3200) SECOND READ
Mindy made a motion to approve the policy as presented with a second by Kevin, all members voted in favor and the motion carried.

C. Pursuit of Excellence in Recruiting & Enrollment Services (A3300) SECOND READ

Mindy made a motion to approve the policy with a minor edit of five words. Jeff seconded the motion and all members voted in favor and the motion carried.

In summary, these three "pursuit" policies contain an "implementation & review" section that may be more appropriate within pertinent operating standards. Also updated, with student affairs policies, the Vice President of Student Affairs (VPSA) is charged with the development and implementation.

VIII. DEIB Council

There were no policies or operating standards presented.

IX. Executive Council

A. Public Communications (A8000)

Kevin made a motion to approve policy A8000 with the following edits: Change the word inclusiveness to inclusion (consistency) and update a sentence to include "This encourages the valuable contribution of our community…". Lindsay seconded the motion. All members voted in favor and the motion carried.

X. Shared Governance Manual Updates – Ginger/Tina

Shared Governance manual updates are underway. Tina will send the revised manual to all members prior to the next meeting, highlighting the areas of change. This will be an agenda item for our August 22 meeting, with the intent to present to the Board of Trustees at their September 19 meeting. Changes include, but are not limited to:

- Council/Team Composition
- Update to Priority Areas for FY25
- Include statements noting collaboration
- Policy Naming/Numbering Mechanism
- Header/Change Log Formatting

XI. Adjournment

Mindy made a motion to adjourn the meeting at 10:25am with a second by Jesse. All members voted in favor and the motion carried. The next meeting will be held August 22, 2024 @10am in the Founders Room & via Zoom.