



Executive Council Minutes
March 27, 2025 @10am
Founders Room and via Zoom

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

<input checked="" type="checkbox"/>	Dr. April Teske	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Chris Clark	<input type="checkbox"/>	Co-Chairs - As invited
<input type="checkbox"/>	Lorena Hines	<input type="checkbox"/>	
<input type="checkbox"/>	Mindy Ashby	<input type="checkbox"/>	Keyarra Blissett (Student Affairs)
<input checked="" type="checkbox"/>	Becky Hawes	<input type="checkbox"/>	Dwayne Fehrenbacher (Admin Svcs)
<input checked="" type="checkbox"/>	Felicia Rouse	<input type="checkbox"/>	Kayla Sauerbrunn (DEIB)
<input type="checkbox"/>	Jeff McGoy	<input checked="" type="checkbox"/>	Danielle Boyd (Student Affairs)
<input checked="" type="checkbox"/>	Jesse Smith-Fulia	<input type="checkbox"/>	
<input type="checkbox"/>	Lee Van Alstine	<input type="checkbox"/>	Ad Hoc - As invited
<input type="checkbox"/>	Sheryl Ribbing, Chair	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Ginger Harner, Co-Chair	<input type="checkbox"/>	Sabrina Black
<input checked="" type="checkbox"/>	Blake Goforth	<input type="checkbox"/>	Dr. Kristin Shelby
<input checked="" type="checkbox"/>	Tina Dudley	<input type="checkbox"/>	Kevin Hunsperger
<input checked="" type="checkbox"/>	Dr. Tim Taylor, Advisory	<input type="checkbox"/>	Mike McNally

I. Call to Order

Ginger called the meeting to order at 10:02 am.

II. Approve Minutes of February 27, 2025

Becky made a motion to approve the February 27, 2025 meeting with a second by Blake. All members voted in favor and the motion carried.

III. Additions to the Agenda

A3300.15 Adding, Dropping, Withdrawal from Courses was provided on March 26, 2025 for a second read and added to the agenda.

IV. Council/Team Updates (Provided via Blurb upon Call Out)

Councils	Chair/Co-Chair
Academic Affairs Council	Blake Goforth/Lorena Hines
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	Kayla Sauerbrunn/Felicia Rouse
Cultural & Community Engagement Team	Mindy Ashby

Employee Relations Team	Dr. April Dollins
Administrative Services Council	Ginger Harner/Dwayne Fehrenbacher
Administrative Services Leadership Team	Chris Clark
Business & Finance Team	Brandy Woods
Facilities Management Team	Don Koch

UPDATES:

Administrative Services

Chris and Ginger provided the following updates:

- Expressive Activity A7300.20 Operating Standard (OS) was reviewed by Adrian and he had no recommended changes. This will be further reviewed by the Council.
- Facility Team is discussing, reviewing all potential relocation options for the Union County Extension Center/Programming.
- The Facility Master Plan was Board approved on March 20, 2025 and is available on the Website.
- A severe weather drill was held March 27, 2025.
- The Business/Finance Team presented A5200.50 Disbursement of Funds to the Council.

Student Affairs

There were no updates provided; however, there are agenda items for review.

Academic Affairs

Blake and Dr. Teske provided the following updates.

- Academic Affairs Council did not meet face to face in March, but did have email communication.
- SAAT discussed the HLC visit as well as the importance of Assessment. The transfer from WEAVE to WIDS is an ongoing project as the WEAVE subscription expires in April 2025. WEAVE documents are being downloaded for use in Moodle for individual assessments. SAAT did not meet in March, next meeting is April 28.
- ALT completed the Summer and Fall schedules which went live this week; working on book adoptions/changes; vetting immersive learning platforms for AH/N and CTE; and the group is working refining services with Proctorio.
- There is no report from AST.

DEIB

Felicia shared the following updates:

- DEIB did not meet in March but have been working on OS related to interim employees and lateral moves;
- The Community & Cultural Awareness team have put on a variety of awareness events including Women's History and Disability Awareness.
- The Employee Relations Team is working on activities for Community College Month (April) to include the OTA students/staff providing information on ergonomic working conditions; HLC Celebrations (dates/times/including within activities already scheduled); Super Saints/Shoutouts and Kudos are underway. The Bernie's Hall of Fame has been tabled.

V. Administrative Services Council

There were no policies or operating standards to review; no report.

VI. Academic Affairs Council

A. A2000.40 General Education

Discussion included:

- Dr. Taylor will be providing feedback to the Vice Presidents, ahead of discussion in Executive Council.

Blake made a motion to approve A2000.40 with a second by Felicia. All members voted in favor and the motion carried.

B. A2100.35 Advisory Committee

Discussion included:

- Dr. Teske will add some clarity based on Dr. Taylor's feedback.
- Strengthen the narrative related to student involvement.

Blake made a motion to approve A2100.35 with a second by Becky. All members voted in favor and the motion carried.

VII. Student Affairs Council

A. A3100.60 Advanced Placement Credit

Discussion included:

- Strengthen language related to how are credits applied.
- Language was provided to the VP prior to review. This OS will be returned to Student Affairs Council for further refinement and incorporating suggestions.

B. A3300.15 Adding, Dropping, Withdrawal from Courses returned 25.02.27 Meeting

Discussion included:

- Definitions – include “initial progress date” and “non-attendance”
- Use of clean language that students can understand.
- Further explain refunds, overall impact to Financial Aid implications and link all appropriate and pertinent OS/Policies.
- What is the implication related to Courses with different starting points?
- This OS will be given back to SAC for further refinement.

VIII. DEIB Council

There were no policies or operating standards to review; no report.

IX. Executive Council

There were no policies or operating standards to review; no report.

X. Adjournment

Becky made a motion to adjourn at 10:37am with a second by Blake. All members voted in favor and the motion carried.

Next meeting is April 24, 2025 @10:00am in the Founders Room and via Zoom.

Future Agenda Items Include:

- A9000 Institutional Advancement
- Pulling HR Policies/Operating Standards “out” of DEIB and make their own “tab”
- DEI A4000 Series that was given back to EC (A4900.05, etc)

A4900.05 Alcohol and Controlled Substances Compliance and Testing

A4900.10 Safe Environment Policy

A4900.15 Smoke and Tobacco-Free Campus

A4900.20 Chronic Communicable Diseases

A4900.25 SCC Emergency Care and Nursing Faculty Responsibilities

A4900.30 Bloodborne Pathogens Exposure Control

A4900.35 **Animals on Campus**

A4900.40 **Behavioral Intervention & Threat Assessment**

A4900.45 **Children on Campus**

A4900.50 **Public Health and Hygiene**