

College Council Minutes
Oct. 5, 2018
1-2:30 p.m.

In attendance:

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|----------------------------------|-----------------------|------------------------|
| ✓ Dr. Joanna Anderson, President | ✓ Justin O'Neal, PSA | ☐ Elaine Ewigman, SGA |
| ✓ Becky Beydler, Career/Tech. | ✓ Sherlyn Nail, PSA | ✓ Ashley Nuci, SGA |
| ✓ Beverly Marquez, Health Sci. | ✓ Christy Admire, CSA | ✓ Cendy Harrell-Carson |
| ✓ Angie Gentry, Academics | ✓ Carrie Cline, CSA | ✓ Darci McFail |
| ✓ Jeromy Layman, PSA | ✓ Shelly Gardner, CSA | ✓ John Matthews, WAFB |

Notes	
Attendance	Student Dawn Classey attended on behalf of Elaine Ewigman who is unable to attend. Dawn will attend meetings until Elaine is able to resume participation.
Agenda reviewed, amended, approved	Beverly requested dual credit enrollment added to agenda. Becky requested a discussion of how to communicate with division and constituents regarding budget. Shelly motioned to approve agenda as amended; Beverly seconded; motion carried.
Guest guideline recommendations (Regulation 2.7) College Council webpage status	Darci, Justin and Beverly shared recommended guest guidelines. Group reviewed, discussed and recommended reordering the guidelines. Shelly made the motion to accept the guidelines; Cendy seconded; motion carried Group reviewed the webpage created by Marketing and Communications. Group discussed how to make agenda and minutes available to students and employees.
Action Required:	Sherlyn will link the participation guidelines to the new College Council webpage and in mySTAR. Sherlyn will place approved minutes and proposed agendas on the Campus Resources tab in mySTAR and will post campus announcement when available.
Minutes of Sept. 7 approval	Jeromy moved to approve minutes; John seconded; motion carried.
Policy and Regulation 0150 discussion	Revise 0150 with respect to new College Council; establish rotation schedule for reviewing policies/regulations After discussion, a subcommittee was formed to review policy and regulations and present recommended changes at the November meeting. Carrie, Beverly and Sherlyn will tackle this task; Sherlyn will coordinate and inform Dr. Anderson when meeting is scheduled Becky asked about access to the internal communication plan.
Action Required:	Sherlyn to set subcommittee meeting and send internal communication plan to council members.
Strategic Plan 2015-2020, Report Card and KPIs discussion	Discussed Strategic Plan revision recommendations.

	<p>Subcommittee to review strategies and goals for a mid-point refresh, refocus, and make recommendations for possible revisions. Cendy, Angie, Dawn, Beverly and Darci will serve on the subcommittee. Darci will lead the groups work along with ELT members Joe Gilgour, Rachel Dawson and Jim Cunningham.</p> <p>A suggestion was made to consider assigning “contacts” with the priorities to involve campus stakeholders.</p>
Action Required:	Subcommittee to meet and make recommendations at December meeting.
College Employee Satisfaction Survey employee comments discussion	Item tabled until the next meeting because of time factor.
Action Required:	
Budget Process (2 p.m.)	<p>Justin, Shelly, Becky and Gary Sorrell, vice president of Finance and Administration reported on their findings about nine budget assumptions for FY2020.</p> <p>After discussion and questions, it was decided that more information about forecasted revenue and expenses is needed for better understanding of what options to consider regarding tuition and fee increases, staffing, benefits, salary and wages and operating budgets (supplies and services).</p> <p>To gain feedback from the campus community, the council decided to hold forums for employees and students to hear details about funding sources, expenses and options to address shortfalls. Justin, Garry and Shelly will coordinate three faculty division meetings, one CSA and PSA meeting, one SGA meeting and an open forum for those who are not able to attend the other meetings. (Post meeting Dr. Anderson requested that Shelly use Zoom to include extended campus employees in the forums.)</p>
Action Required:	Forums to be held and attendees surveyed for input before the Nov. 2 council meeting so recommendations can be passed along to the Board of Trustees at their budget retreat meeting later in November.
Other topics:	
Dual credit enrollment	It was suggested that Beverly consult with Admissions and Outreach.
Action Required:	
Added – Communication with constituents regarding budget	Issue was addressed by conducting forums to gain employee and student feedback concerning FY2020 budget
Action Required:	
Extending meeting time	Jeromy suggested that the council meeting time be from 1-3:30 p.m. The council concurred.
Action Required:	
Adjournment	Meeting ended at 3:45 p.m.

Next meeting: Friday, Nov. 2, 1-3:30 p.m. Hopkins Boardroom