

College Council Minutes
September, 7, 2019
12:00 p.m. to 4:15 p.m.

In attendance:

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| <input checked="" type="checkbox"/> Dr. Joanna Anderson, President | <input checked="" type="checkbox"/> Justin O'Neal, PSA | <input checked="" type="checkbox"/> TBA, SGA |
| <input checked="" type="checkbox"/> Becky Beydler, Career/Tech | <input checked="" type="checkbox"/> April Young, PSA | <input checked="" type="checkbox"/> TBA, SGA |
| <input checked="" type="checkbox"/> Beverly Marques, Health Sci. | <input checked="" type="checkbox"/> Christy Admire, CSA | <input checked="" type="checkbox"/> Dr. Amanda Drake |
| <input checked="" type="checkbox"/> Angie Gentry, Academics | <input checked="" type="checkbox"/> Keri Benner, CSA | <input checked="" type="checkbox"/> Darci McFail |
| <input checked="" type="checkbox"/> Jeromy Layman, PSA | <input checked="" type="checkbox"/> Melinda Strange, CSA | <input checked="" type="checkbox"/> John, Mathews, WAFM |

Guests: Jennifer Wilbanks and Keith Acuff	
Agenda reviewed and approved	Jeremy moved to approve agenda; Beverly seconded; motion carried.
June 21, 2019 minutes reviewed and approved	Darci moved to approve minutes; Keri seconded; motion carried.
Guest Comments	None
Introductions	Introductions of all members and welcomed three new members to the committee.
CESS Review	<p>The committee reviewed the College Satisfaction Survey. 71% participated in the survey and 65% were satisfied or above satisfied with the college. The committee discussed which areas needed attention and where we should focus on our weakness. Reviewed comments on survey and discusses the comments.</p> <p>The committee decided to form an Ad Hoc committee to look at employee morale. There will be an invitation for committee members. Justin, Christy, Angie and Melinda will be on the committee.</p> <p>There was discussion about quarterly training for staff and supervisors is completed, as this is a follow up from previous Shared Leadership Committee. Dr. Anderson will follow up with Rachel Dawson on this training. Jeremy, Becky and Keri will do a report out at the all college meeting about the accomplishments by the College Council thus far.</p>
Report Card and Progress Chart for Current Strategic Plan	Darci shared the 2019 report card to the council. Completion rates and credit hours produced were both below benchmark. Discussion about the responsibility of all faculty and staff in their part of controlling these numbers. Discussion included what we are currently doing and what are we working on for the future. Some things that have been successful are co-requisite courses and student success groups for each division.
2020 Vision	Darci reviewed the 2020 vision's goals and strategies and many of these have been completed and the status on the ones that have not been completed. Darci also reviewed the timeline and steps for the new Strategic Planning Process. Information about the planning process will be disseminated at the all college meeting this week. Ellucian will be assisting with the new Strategic Planning.

<p>Models or Guides to use for reviewing policies and procedures. Guest: Jennifer Wilbanks</p>	<p>There has been some confusing for the process of reviewing policies and procedures. Discussion ensued and the following is the process that should be followed:</p> <p>Owners of the policy and regulations are: Dr. Joanna Anderson – 0000 and 1000’s Policies and Regulations Dr. Autumn Porter – 2000’s and 5000’s Policies and Regulations Keith Acuff – 3000’s and 7000’s Policies and Regulations Rachel Dawson – 4000’s Policies and Regulations Dr. Brent Bates – 5000’s Policies and Regulations Mark Haverly – 8000’s Policies and Regulations Brad Henderson – 9000’s Policies and Regulations</p> <p>ELT approves all regulations and the Board of Directors approves all policies.</p> <p>The owner should be given the suggested changes where it will then proceed to the College Council and ELT. From there it will go to the President who will put it out for public comments. The owner will review comments and then regulations go to ELT for final approval and policies go the Board for final approval.</p> <p>** See visual policy and regulation review process attached</p> <p>Jennifer Wilbanks stated that there are new and revised policies and regulations for the new catalog year. These should be submitted so the Board or ELT can approve by the January meetings.</p>
<p>Budget FY 21 Priorities Guest: Keith Acuff</p>	<p>Keith introduced himself to the committee and wanted suggestions on how he could improve or maximize communication with college staff and faculty. Discussion ensued about communication during Division meetings. He stated that there is good financial planning in place and that due to low enrollment some “tightening” of the budget will take place.</p>