

College Council Minutes
May 3, 2019
12:30 p.m.

In attendance:

X Dr. Joanna Anderson, President
 X Becky Beydler, Career/Tech.
 Beverly Marquez, Health Sci.
 X Angie Gentry, Academics
 X Jeromy Layman, PSA

X Justin O'Neal, PSA
 X Sherlyn Nail, PSA
 X Christy Admire, CSA
 X Keri Benner, CSA
 X Shelly Gardner, CSA

Dawn Classey, SGA
 Ashley Nuci, SGA
 X Cendy Harrell-Carson
 X Darci McFail
 X John Matthews, WAFB

Notes	
Agenda reviewed, amended, approved	After adjustments, Justin moved to approve agenda; Shelly seconded; motion carried.
April 5, 2019, minutes reviewed, amended, approved	Shelly moved to approve; Cendy seconded; motion carried.
Guest comments	NA
New - Residence Hall Policy/Regulation 2860	Jeromy Layman, Sonya Bowman, TRiO director (guest) Item removed from agenda
Action Required:	Referred to policy owner
New - exam proctoring software and HLC concern regarding rigor across all class formats	Beverly Marquez
Action Required:	Tabled – Beverly absent
New - Starfish usage	Angie Gentry Some faculty have voiced frustration with redundancy of using Starfish and completing progress reports for certain student groups such as student-athletics.
Action Required:	Notify Yvette Sweeney about faculty concerns
New – Review Campus Employee Satisfaction Survey Results	Darci McFail Darci shared the survey results summary in comparison to previous results and noted an increase in overall employee satisfaction. After a review of small and large performance gaps, it appears there are three areas to target for improvement: employee training, student enrollment and employee morale. Dr. Anderson will share the results with employees at the next pre Board of Trustee meeting scheduled for May 20 (campus closed May 27 for Memorial Day, which is day before board meets). Discussion about survey participation; encourage people to take survey; assure people participation is anonymous and opinions are needed for improvement Large gaps noted in training (HR conducts new employee orientation, departments provide Banner and job training);

	<p>student enrollment, employee morale. Reputation of institution was a noted gap this year.</p> <p>Who can work on improvements? (Quality System policy regulation related). Council could recommend a committee to address improvement issues.</p>
Action Required:	
New - Quality System – General Administration Policy/Regulation	<p>Dr. Anderson, Darci</p> <p>This policy/regulation is because of discontinuing AQIP. Connection to strategic plan and quality initiatives needed. Uncompleted projects will still be monitored.</p> <p>Shelly moved to approved draft; Jeromy seconded; motion carried.</p>
Action Required:	
New - Standing Committee Policy/Regulation	<p>Dr. Anderson</p> <p>Discussed what standing committees are - curriculum, facilities, general education, co-curricular, employee events, graduation, etc.</p> <p>Identified needs/concerns, definitions/terminology, authority, budget impact, etc.</p> <p>Darci moved to form subcommittee to develop this regulation; Justin seconded; motion carried.</p> <p>Jeromy, John and Darci volunteered to serve on subcommittee.</p> <p>Approval tabled</p>
Action Required:	
New - Distributed Decision-Making Policy/Regulation	<p>Dr. Anderson</p> <p>Policy recognizes that shared leadership is important and a reporting structure needs to be established.</p> <p>Discussed need for glossary of terms, definitions, communication processes, dependencies on standing committees policy/regulation.</p> <p>Approval tabled until subcommittee has a chance to work on standing committees</p>
Action Required:	
New - Proposed ELT Regulation	<p>Dr. Anderson</p> <p>Explains how Executive Leadership Team functions, sets goals, executes actions, etc. Dr. Anderson noted this regulation could change as leadership changes occur.</p> <p>John moved to approve as amended; Angie seconded; motion carried.</p>

Action Required:	
HB864 – Missouri House Bill	<p>Becky Beydler</p> <p>This bill was introduced Feb. 7; read a second time Feb. 11 and is still in committee. Under the legislation, PSRS members would have to decide if they wanted to remain in the defined benefit plan or enter into the new defined contribution plan. Once that decision is made, it cannot be changed. https://www.msta.org/stories/harmful-retirement-legislation-filed/ Official document: https://www.house.mo.gov/Bill.aspx?bill=HB864&year=2019&code=R</p> <p>Dr. Anderson shared this bill is not likely to get out of committee; MCCA is closely watching and will keep community colleges informed. No actions needed.</p>
Old – models or guides to use for reviewing policies and regulations	Dr. Anderson, Darci, Sherlyn – tabled from April meeting
Action Required:	Tabled
Old – Other Topics Late start option for inclement weather	<p>Feedback:</p> <p>Classified – two responses, positive about late start options</p> <p>Faculty – Angie reported four responses, mixed, concern with space and low attendance; Becky reported career and technology faculty generally opposed late start option, believes it would confuse students</p> <p>Professional – concerns with impact on classified staff hours, could create test rescheduling issues.</p> <p>Health Sciences - Christy reported not in favor of late start because of affect clinicals,</p> <p>Zoom options discussed during inclement weather.</p> <p>Angie moved not to recommend late start option; Becky seconded; motion carried.</p>
Action Required:	
Other topics as time allows:	<p>Replacing council members Shelly Gardner, Becky Beydler, Sherlyn Nail for 2019-2020</p> <p>Becky – will probably return to council for two-year term Keri – has alerted CSA about opening on council Jeromy- PSA will elect a replacement for Sherlyn</p> <p>Proposed to change June 7 meeting to June 21, starting at 10 a.m. with lunch</p> <p>Justin – reminder policy/regulations need to be put out for employee feedback</p> <p>Process for submitting edits efficiently needs to be developed. Justin – getting multiple devices assigned to one staff creates issues with ITS, who regulates or oversees coordination process of inventory</p>

	<p>Jeromy, June 7, 8 TRiO students coming to campus for conference</p> <p>Angie – recognized Jim Cunningham for assisting with online math proctoring</p> <p>Darci – voiced appreciation for College Council’s participation, perspectives, and for taking duties seriously.</p> <p>Discussed need to reflect on council’s first year.</p> <p>Dr. Anderson recommended “How to be Happy at Work” by Annie McKee and suggested we consider starting/ending meetings with positive thoughts, ideas, news, etc.</p>
Action Required:	
Adjournment	About 3 p.m.

Next meeting: June 21, 10 a.m. Hopkins Boardroom; lunch provided.

DRAFT