

Council of Chairs
Meeting Minutes
April 9, 2021

Present: Vincent Bowhay, Paul Molnar, Marg Yaroslaski, Bridget Carson, Cody Westerhold, Jody Coy, Brian Southworth, Sarah Owen, Taylor Crawshaw, Jody Coy, Cherie Stockton, and Beverly Harris.

Taylor Crawshaw and Sarah Owen were absent.

Paul and Vincent discussed faculty engagement; how to distribute workload and celebrate successes as we plan for a better future. Paul shared that the Professional Development Committee annual assessment drew attention to celebration of commitment and tactical processes; he wished to encourage employee excitement concerning service on a standing committee. Marg suggested the possibility that the value of what is being offered is no longer useful; is it worthy of standing committee effort. Paul added the observation that perhaps Professional Development Committee initiatives might be considered a standing committee of Human Resources, so two areas are not attempting to conduct the same work. Marg voiced concerns noted in the Assessment Committee meeting and noted the necessity of standing committees having an assessment plan. Why do the various committees exist and what are their purposes? Paul noted the number of committee members, but the lack of membership participation in committee initiatives. Cody stressed accountability. Marg shared a new process being considered by the Assessment Committee which removes those members not participating in committee meetings and activities. Paul and Marg suggested incentivizing employees to join a standing committee for which they have interest and plan to participate in committee functions. In-Service committee reports were suggested. Paul noted the significant amount of research and data subsequently collected related to committee purposes and initiatives. Campus-wide participation for input from all areas in the respective committee work was noted. Vincent said the topic will continue as standing discussion for the Council of Chairs and stressed the information that assessment reports will show.

Bridget shared work done on the committee description reviews and distributed the attachment for reference and further discussion; members were encouraged to review the information and submit any edits and/or suggestions. Vincent informed the group that the President's landing page on the website will house the standing committees, their by-laws, and other information such as meeting minutes. Taylor asked that Brett Bertie establish a calendar for housing committee meeting timelines, so meetings do not overlap or conflict with campus initiatives. Marg questioned the Student Government Association committee being viewed as a standing committee and asked Vincent for guidance. Marg noted that the President of SGA could participate in COC meetings. Vincent noted that PAC is being dissolved, so SGA could participate in meetings or could be considered a co-curricular group. SGA will be considered a standing committee, the President will attend COC meetings, and the advisor will attend when the SGA President is unavailable, and in this capacity membership on a standing committee will be observed for the advisor. Bridget will add SGA to her committee description. Marg noted two pages on the website for the Assessment Committee; the incorrect information will be sent to Vincent for subsequent removal by GWL.

Brian gave an overview of the Academic Council By-Laws revision with the creation of a Vision Statement. Marg moved for approval of the Vision Statement. Jody seconded and the motion carried for subsequent inclusion in the June Board of Trustees agenda for consideration of Board approval. The topic will be under the Consent Agenda for the June meeting and Vincent is happy to answer any questions on Brian's behalf.

Cody shared highlights of Title IX Policy updates; removal of the Title IX Policy from the Board of Trustees Policy Manual is an item on the May Board meeting agenda. The Title IX Policy will be accessible on the College webpage and will be included in the Human Resources policies and update the policies on a regular basis. (using a footer at the bottom w/ the date last changed)

Moved by Marg and seconded by Brian to have the updated policies on a regular basis.

Committees that serve a purpose but unsure the direction – Student Success and Student Complaints. Vincent feels like Student Success never found its footing and Student Complaints never really worked out and had low attendance. Vincent wants to retire these committees and then focus on barriers to recruitment and retention and have a new committee College Completion. Two different Agenda items but one topic for discussion. Marg would like the language to be different and not have the VPSAA as the Chair, but Bridget does think the VPSAA needs to attend all meetings.

Administrators should be the on the committees but not actually chair the specific committee. Vincent agrees and will make that notation at the Board meeting. Wants to launch the committee College Completion to start immediately. Marg thinks this committee might be a good first step to make sure all resources are being met regarding the college student's needs. Vincent mentioned that Inge is being announced as returning but also wants to have students followed up after receiving an award and feels this new committee would be helpful. Brian asked if we had originally purchased software (Fireworks) to help w/ recruitment but Vincent said there were IT barriers, so a full refund was given for that purchase. Marg thinks academic people doing recruiting events could be helpful but also feels good instruction will help since academic people do not recruit students on a regular basis.

Vincent asked if he needed to have a vote for the three committees.

Marge suggested a vote for the College Completion Committee w/ the VPSAA as the officio.

Moved by Marg, seconded by Bridget.

Vincent will amend these three committees (two old and one new) at the board meeting and feels like the board will be fine with these changes.

Once the committee website is live Vincent will share the info w/ the COC for everyone to view and request changes as needed.

Vincent will do a Call for agenda items for June and July – if a COC meeting is needed then he will send out an invite.

The meeting adjourned at 2:00 p.m.