



Executive Council Minutes
May 22, 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"/>
<input type="checkbox"/>	Lorena Hines	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Mindy Ashby	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Becky Hawes	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Felicia Rouse	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Jeff McGoy	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Jesse Smith-Fulia	<input type="checkbox"/>
<input type="checkbox"/>	Lee Van Alstine	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Sheryl Ribbing, Chair	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Ginger Harner, Co-Chair	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Blake Goforth	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Tina Dudley	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Dr. Tim Taylor, Advisory	<input type="checkbox"/>

Co-Chairs - As invited

Danielle Boyd (Student Affairs)
Dwayne Fehrenbacher (Admin Svcs)
Kayla Sauerbrunn (DEIB)

Ad Hoc - As invited

*Sabrina Black
Dr. Kristin Shelby
Kevin Hunsperger*

I. Call to Order

Sheryl called the meeting to order at 10:01 am.

II. Approve Minutes of April 24, 2025

Ginger made a motion to approve the April 24, 2025 meeting, with a second by Jeff. All members voted in favor and the motion carried.

III. Additions to the Agenda

There were no additions 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:

- Administrative Leadership Team, while meeting weekly, have had a busy few weeks with Commencement and several building projects beginning this month.
- Facility Team met on May 21 and reviewed A7200.15 Recycling & Waste Reduction Plan. This will move onto the Council.
- The Business/Finance Team did not meet in May.
- Administrative Services Council did not meet this month.

Student Affairs

Mindy provided the following updates:

- A43100.60 Advanced Placement is being presented to EC today for a second read.
- The Student Affairs Council is drafting a new operating standard related to Pell Lifetime Eligibility Usage for Financial Aid.
- The Student Experience Team meet on May 23 and are designing “micro surveys” to collect timely and relevant feedback from students. They are also preparing to launch the First Year Experience (FYE) course for all incoming students, beginning Fall 2025.
- The Recruitment and Enrollment Team is investigating new strategies to engage former students, encouraging their return; prioritizing outreach to non-traditional/veteran student populations and assessment local business/community groups as potential recruitment partners.

Academic Affairs

Blake and Dr. Teske provided the following updates.

- A2000.55 Professional Licensure is being presented to EC today for a second read. Also, the recommendation to merge Academic Standards Team (AST) with the Academic Affairs Council is presented as part of annual updating.
- SAAT named a new Coordinator, Sheryl Ribbing. Members are planning Assessment Day and the use of WIDS.
- Curriculum & Instruction (C&I) approved CBE Business courses and programming (and were sent to ICCB). These were ICCB-approved. Currently working on submission to HLC for approval.

DEIB

Felicia shared the following updates:

- The Cultural/Community Engagement Team did not meet in May.
- The Employee Relations Team met May 20, discussing future initiatives.

V. Administrative Services Council

There were no policies or operating standards submitted for review.

VI. Academic Affairs Council

A. A2000.55 Professional Licensure

This was presented for a second read.

Blake made a motion to approve the OS as presented; Jeff seconded the motion. All members voted in favor and the motion carried.

VII. Student Affairs Council

A. A3100.60 Advanced Placement Credit

This was presented for a second read.

Mindy made a motion to approve the OS as presented; Blake seconded the motion. All members voted in favor and the motion carried.

VIII. DEIB Council

There were no policies or operating standards submitted for review.

IX. Executive Council

A. Shared Governance Manual Structure Updates & Changes

In preparation for the annual review and updates, Vice Presidents and Council Chairs should review Committee Charges, composition, priorities, etc., and be prepared to present for updates. The target is to present an updated manual to the EC in July, with consideration for approval by the Board of Trustees in August. Some pending changes include:

- The assimilation of AST into the AAC.
- DEIB name change to Human Resource Council.
- Cultural & Community Awareness Team merger into the Student Experience Team.
- Administrative Services Council meeting date change.
- Updating FY25 priorities to FY26.

Dr. Taylor noted a future structure change that may affect Cabinet and Shared Governance as it related to communication, what needs to be shared and the “creation” of a “product” that will be the sharing component. Currently, with old policy manual accessible on the website, there may be some confusion as to what is current, approved policy and operating standard (procedure).

Dr. Taylor emphasized that in general, people still don’t feel like they know what goes on. The hope is to alleviate confusion within our communication structure, especially as we continue to approve policies and operating standards.

X. Adjournment

Dr. Teske made a motion to adjourn at 10:33am with a second by Ginger. All members voted in favor and the motion carried.

Next meeting is June 26, 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**