



Executive Council Minutes 08.28.25 10:00 am, Founders & via Zoom

Meeting Facilitators: Sheryl Ribbing, Co-Chair and Ginger Harner, Chair

Roll Call:

<input checked="" type="checkbox"/>	Dr. April Teske	<input type="checkbox"/>	
<input type="checkbox"/>	Chris Clark	<input type="checkbox"/>	Co-Chairs - As invited
<input checked="" type="checkbox"/>	Lorena Hines (via Zoom)	<input type="checkbox"/>	
<input type="checkbox"/>	Dr. Nicolaides	<input checked="" type="checkbox"/>	(via Zoom) Rachael Trotter (AA)
<input checked="" type="checkbox"/>	Becky Hawes	<input type="checkbox"/>	Christina Wright (AS)
<input checked="" type="checkbox"/>	Felicia Rouse	<input type="checkbox"/>	Kayla Sauerbrunn (HR)
<input checked="" type="checkbox"/>	Jeff McGoy	<input type="checkbox"/>	
<input type="checkbox"/>	Dr. Robinson Karunanithy	<input type="checkbox"/>	Ad Hoc - As invited
<input type="checkbox"/>	Sheryl Ribbing, Chair	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Ginger Harner, Co-Chair	<input type="checkbox"/>	Sabrina Black
<input checked="" type="checkbox"/>	Dwayne Fehrenbacher	<input checked="" type="checkbox"/>	Dr. Kristin Shelby
<input checked="" type="checkbox"/>	Tina Dudley	<input type="checkbox"/>	Kevin Hunsperger
<input type="checkbox"/>	Dr. Tim Taylor, Advisory	<input type="checkbox"/>	

I. Call to Order

Ginger called the meeting to order at 10:02 am.

II. Approve Minutes of July 24, 2025

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

III. Additions to the Agenda

Additions to the Agenda included:

- A1000.00 Administrative Policy & Operating Standard Framework
- A1000.05 Developing Operating Standards
- A1000.10 Definitions List Management

These Operating Standards (OSs) represent the foundation of how we will manage and improve our Shared Governance documents going forward.

Dr. Taylor requests the Council: make preliminary review; take drafts back to their Teams/Councils and seek feedback; and bring any input to the September 25 Executive Council Meeting.

IV. Council/Team Updates (Provided via Blurb upon Call Out)

Councils	Chair/Co-Chair
Academic Affairs Council	Dr. Ian Nicolaides/Rachael Trotter
Academic Leadership Team	Dr. April Teske
Student Academic Assessment Team	Sheryl Ribbing
Curriculum & Instruction Team	Dr. Kristin Shelby
Student Affairs Council	tbd
Student Affairs Leadership Team	Jeff McGoy
Recruitment & Enrollment Team	Kevin Hunsperger
Student Experience Team	Erin King
Human Resources Council	Kayla Sauerbrunn/Rhiannon Martin
Employee Relations Team	Dr. April Dollins
Administrative Services Council	Dwayne Fehrenbacher/Christina Wright
Administrative Services Leadership Team	Chris Clark
Business & Finance Team	Brandy Woods
Facilities Management Team	Dwayne Fehrenbacher

Administrative Services Leadership

Dwayne provided the following updates:

- Administrative Leadership Team met on August 5, 12, 19 and 26th. The FY26 Budget Hearing was held on August 21.
- Facility Team Meeting met on August 20 and reviewed/revised A7300.00 Facility Usage OS; elected new Chair/Co-Chair and shared several facility projects updates.
- Business & Finance Team met on August 19 and reviewed A5200.05 Purchasing/Bidding OS and will focus next on the Student Debt Assistance and Financial Hardship policy.
- Administrative Services Council met on August 18 and reviewed the draft Mission, Vision, Value statements resulting from the Strategic Planning meetings and elected new Chair/Co-Chair.

Academic Affairs Leadership

Rachael provided the following updates:

- Academic Affairs Council is working on the Dual Credit OS and prioritizing outstanding OS.
- Curriculum & Instruction will be meeting on September 18.
- SAAT has been planning Assessment Day for September 2 (agenda is included in calendar invites). As we transition from WEAVE, WIDS is set up in order to upload CQI, CCAF and artifacts. The CQI has been redesigned in order to make better sense (adding clarification prompts to ease potential complications)
- Academic Leadership Team approved a student support plan for those students served by the AUOMAT grant. Work has begun on Spring/Intersession scheduling, classroom observations for FT/PT/Dual Credit performance evaluations, and the review of the Academic Catalog for 2026-27 changes. ALT is coordinating some initiatives with the Foundation.

Student Affairs Leadership

Jeff provided the following updates:

- Student Affairs Council is developing a new policy and OS for an initiative called the CARES Team. The next meeting will address Chair/Co-Chair changes.
- Recruitment & Enrollment Team is working on an events calendar and the Counselor Retreat scheduled for October 3. October 9 is SCC Day. Kevin Hunsperger is now the Chair of this team.
- Student Experience Team will meet on September 11 and continues to work on the FYE courses. Student Success Saturday was a success.
- Student Affairs Leadership Team welcome Anita Gentry as the new Director of Enrollment.

Human Resources Leadership

Felicia provided the following updates:

- Human Resource Council met on August 14. Kayla and Rhiannon are Chair/Co-Chair and Rhiannon will be attending Executive Council meetings. The committee charges have been updated with FY26 priorities.
- Employee Relations Team will be reviewing the new Mission, Vision, Value statements as well as reviewing the Professional Conduct & Appearance OS.

V. Administrative Services Council

There were no Policies or OS for review.

VI. Academic Affairs Council

A. A2000.60 Early College/Dual Credit/High School Partnerships

The OS was previously distributed on August 22 for review. A reviewed/revised OS was submitted to members on August 26, containing highlighted updates/clarifications.

Rachael made a motion to approve A2000.60 as presented. Jeff seconded the motion. All members voted in favor and the motion carried.

VII. Student Affairs Council

There were no Policies or OS for review.

VIII. Human Resources Council

There were no Policies or OS for review.

IX. Executive Council

A. Shared Governance Manual Updates

The Shared Governance Manual was previously distributed to the Council Members on August 22. Upon approval of the revisions, the manual will be distributed to the Board of Trustees for their approval at the September 18 meeting.

Dr. Teske made a motion to approve the revised Shared Governance Manual as previously submitted, received, and reviewed. Jeff seconded the motion. All members voted in favor and the motion carried.

B. HLC Update – Dr. Kristin Shelby

Dr. Shelby attended the Council meeting to further explain our HLC Accreditation and the Notification of Program Application. Being a part of this program is a “reward” for going through the accreditation process.

Dr. Teske made a motion to approve the application to join the notification program through HLC. Lorena seconded the motion. All members voted in favor and the motion carried.

X. Adjournment

Dr. Teske made a motion to adjourn at 10.36 am, with a second by Dwayne. All members voted in favor and the motion carried.

Next meeting is September 25, 2025 @10:00am in the Founders Room and via Zoom.