



*Executive Council Minutes*  
*June 25, 2026, 10:00 am, Founders & via Zoom*

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

**Roll Call:**

|                                     |                          |                                     |                               |
|-------------------------------------|--------------------------|-------------------------------------|-------------------------------|
| <input checked="" type="checkbox"/> | Dr. Melanie Pecord       | <input type="checkbox"/>            |                               |
| <input type="checkbox"/>            | Chris Clark              | <input type="checkbox"/>            | <b>Co-Chairs - As invited</b> |
| <input type="checkbox"/>            | Lorena Hines             | <input type="checkbox"/>            |                               |
| <input type="checkbox"/>            | Dr. Nicolaides           | <input type="checkbox"/>            |                               |
| <input checked="" type="checkbox"/> | Becky Hawes              | <input type="checkbox"/>            | Rachael Trotter (AA)          |
| <input type="checkbox"/>            | Dwayne Fehrenbacher      | <input type="checkbox"/>            | Christina Wright (AS)         |
| <input type="checkbox"/>            | Rhiannon Martin          | <input type="checkbox"/>            | Kayla Sauerbrunn (HR)         |
| <input checked="" type="checkbox"/> | Erin King                | <input checked="" type="checkbox"/> | Dorie Wilburn, (SA)           |
| <input type="checkbox"/>            | Jeff McGoy               | <input type="checkbox"/>            | Tim Cornwell (AS)             |
| <input checked="" type="checkbox"/> | Dr. Robinson Karunanithy | <input type="checkbox"/>            | <b>Ad Hoc - As invited</b>    |
| <input type="checkbox"/>            | Sheryl Ribbing, Co-Chair | <input type="checkbox"/>            |                               |
| <input checked="" type="checkbox"/> | Ginger Harner, Chair     | <input type="checkbox"/>            |                               |
| <input type="checkbox"/>            |                          | <input type="checkbox"/>            |                               |
| <input checked="" type="checkbox"/> | Tina Dudley              | <input checked="" type="checkbox"/> | Kevin Hunsperger              |
| <input type="checkbox"/>            | Dr. Tim Taylor, Advisory | <input checked="" type="checkbox"/> | Felicia Rouse                 |

**I. Call to Order**

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

**II. Approve Minutes of May 28, 2026**

Erin made a motion to approve the May 28, 2026 minutes as written with a second by Tim. 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)**

| <b>Councils</b>                         | <b>Chair/Co-Chair</b>                       |
|-----------------------------------------|---------------------------------------------|
| <b>Academic Affairs Council</b>         | <b>Dr. Ian Nicolaides/Rachael Trotter</b>   |
| Academic Leadership Team                | Dr. Melanie Pecord                          |
| Student Academic Assessment Team        | Sheryl Ribbing                              |
| Curriculum & Instruction Team           | Ginger Harner                               |
| <b>Student Affairs Council</b>          | <b>Chair/CoChair is Pending</b>             |
| Student Affairs Leadership Team         | Jeff McGoy                                  |
| Recruitment & Enrollment Team           | Kevin Hunsperger                            |
| Student Experience Team                 | Erin King                                   |
| <b>Human Resources Council</b>          | <b>Kayla Sauerbrunn/Rhiannon Martin</b>     |
| Employee Relations Team                 | Dr. April Dollins/Karen McGoy               |
| <b>Administrative Services Council</b>  | <b>Dwayne Fehrenbacher/Christina Wright</b> |
| Administrative Services Leadership Team | Chris Clark                                 |
| Business & Finance Team                 | Brandy Woods                                |
| Facilities Management Team              | Dwayne Fehrenbacher/Tim Cornwell            |

IV. Dr. Pecord reported the following updates for Academic Affairs

- **Curriculum & Instruction**  
No Report
- **Academic Affairs Leadership Team**  
Did not meet in June.
- **SAAT**  
No Report
- **Academic Affairs Council**  
Did not meet in June.

IV. Erin had provided the following updates for Student Affairs:

- **Recruitment & Enrollment**  
No quorum but did discussed involvement over the summer months.
- **Student Experience**  
Met on June 11, discussed: Ideas to encourage student engagement at Extension Centers & Online; Introduction of Campus Traditions; potential of bringing back the Academic Awards celebration event; Tanya Hill created a Google-Sheet for the group to coordinate support as student needs arise.
- **Student Affairs Leadership Team**  
Met on June 2.
- **Student Affairs Council**  
No meeting, presenting A3300.15 for second read.

IV. Felicia provided the following updates for Human Resources:

- **HR Council**  
Did not meet as scheduled, continued revisions to the Alternate Remote Work Operating Standard, as well as progress toward additional HR Operating Standards (OSs) to promote consistent practices, establish clear expectations, and ensure alignment with compliance requirements.
- **Employee Relations Team**  
Did not meet as scheduled, but continue to support efforts toward review of HR Operating Standards:

|                                            |                                 |
|--------------------------------------------|---------------------------------|
| <b>Drug-Free Workplace</b>                 | <b>Employee Work Hours</b>      |
| <b>Accommodations</b>                      | <b>Nepotism</b>                 |
| <b>Political Activity</b>                  | <b>Consensual Relationships</b> |
| <b>Whistleblower &amp; Non-Retaliation</b> | <b>Outside Employment</b>       |
| <b>Gifts</b>                               | <b>Privacy &amp; Records</b>    |
| <b>Payroll</b>                             | <b>Employee Grievance</b>       |

IV. Tim provided the following updates for Administrative Services:

- **Administrative Leadership Team**
  - Meetings on: June 2, June 9, June 16 & June 23 - detailed minutes can be viewed on the website, however include:
  - Several events have been held on campus; Continued focus on infrastructure improvements; evaluating PDF-Xchange Editors Plus as an alternative to Adobe Acrobat Pro (no annual subscription/significant, long-term savings); continue to meet PCI compliance; supporting help desk tickets with assisting students & technology support.

- **Facility Team** met on June 17
  - Reviewed and approved the Campus Safety Plans for all campuses and those are posted on the mySCC cards and have been mailed to all county EMS directors.
  - Hold on the Animals on Campus OS until receive further feedback from all Councils
  - Event is planned to coincide with Start Strong and Kids Camps for July 15 for all employees/students
  - Construction projects (L-Building HVAC and K-Building Window Envelope) remain on track; Ballfield Project is hopeful to be on track by the time the season begins.
- **Business & Finance** met on June 16
  - Working on Capitalization, Valuation, and Depreciation OS
  - The FY26 Audit is underway
- **Administrative Services Council**  
Did not meet in June.

**V. Administrative Services Council**

There were no policies or OS submitted for review.

**VI. Academic Affairs Council**

There were no policies or OS submitted for review.

**VII. Student Affairs Council**

**A. A3300.15 Adding, Dropping, and Withdrawal From Courses OS (2<sup>nd</sup> Read)**

Erin presented this OS for approval, noting this has been through all Councils; undergoing minor edits including the removal of Academic Forgiveness reference (noted in the change log).

*Erin made a motion to approve the OS as presented with a second by Becky. All members voted in favor and the motion carried.*

**VIII. Human Resource Council**

There were no policies or OS submitted for review.

**IX. Executive Council**

**A. Shared Governance Manual**

Leadership still has time to evaluate any updates to their compositions, meeting times/dates/frequency of meetings, etc. The Shared Governance Manual updates did not go to the Board for approval until September last year. Updates to the manual also include the addition of Strategic Plan tiered initiative alignment to the Teams/Councils.

Executive Council meetings were established to be the be the 4<sup>th</sup> Thursday (the Thursday following the Board Meeting). Since we are not having a Board Meeting in July, we may opt to cancel the July Executive Council meeting.

**X. Adjournment**

Erin made a motion to adjourn at 10:26 am, with a second by Tim. All members voted in favor and the motion carried.

**Next meeting is tentatively scheduled for July 23, 2026 @10:00am in the Founders Room and via Zoom.**

Agenda Items May Include First or Second Reads on:

- A4100.50 Alternate/Remote Work Assignment
- A5500.25 Capitalization, Valuation, and Depreciation OS
- A7400.05 Animals on Campus OS