# MINUTES

**GOVERNANCE COUNCIL – March 4, 2020**

### Minutes Approved 5-6-20

**Members Present:** Chris Bailey, Kristen Finnel, Sue Orchard, Kendra Sprague, Nolan Wheeler, Brad Benjamin, Mark Gaither, Jim Stanley, Michal-Ann Watts, Dana Cummings and Linda Clark, recorder. Also attending Bryanna Smith.

## 1. Minutes of February 5, 2020

*Minutes were approved unanimously*

## 2. Preliminary Budget for 2020-21 –

Brad Benjamin explained that faculty are looking for the latest budget projection for next year. They realize the budget process is long and that many of the details depend on provisions that aren’t available until the legislative session is adjourned.

President Bailey said he has concerns about several budget proposals in the legislature at this time that would negatively impact our budget: 1) The potential delay of fully funding guided pathways, 2) the bill to provide free text books to **all** Running Start students (LCC has always provided textbooks to the low income Running Start students), and, 3) the potential reduction of the funding earmarked for Nursing.

Nolan Wheeler provided his latest budget projection:

State appropriation $16.5M $16.5

Tuition $5.6 $5.7

\*Running Start $3.0 $2.7

Other Local Revenue $857 $611

$26MM $26MM

\* $250,000 will be taken out of Running Start revenue to repay the Main Building COP.

Nolan said the budget is balanced at this point in time. He received the new state allocation today which doesn’t provide any new money. He will continually adjust the projection as new information is available. At this point in time, the above budget does not reflect any new money, such as high demand, guided pathways, or the nursing money. Once we have more solid information, he will update the projection, and the budget will go through the customary review process.

Chris said he anticipates that we will only get $12M of the $30M of the guided pathways money. Nolan said the biggest impact to our budget would be if the Legislature pulls back the Nursing money.

## 3. Explain the differences between Navigate and ctcLink -

Since adding this topic being to the agenda and the today’s meeting, Brad said he received the requested information from Byron Ford. Sue Orchard distributed copies of that information indicating what advising functions are being used from each tool at this time. Until ctcLink is up and running, we won’t know for sure how it will operate, so for the time being, we want Navigate to be our student information center, including faculty advising. There is more functionality within Navigate that will be rolled out later. The difficulty has been the inability to work in an actual live environment within ctcLink to determine its full capabilities.

Chris said a decision was made much earlier to build both ctcLink and Navigate so that the functionality of each could be analyzed at a later date. Mark Gaither had questions about the process used by Registration in regards to student alerts. He said a faculty advisor doesn’t know if the student was ever contacted and the subsequent the results of the conversation, etc. It would be helpful to have that noted in the system. Sue suggested that Angel or Byron be contacted about those specific type questions.

## 4. Instructional Policies –

Kristen explained that a number of changes have come about as a result of the conversion to ctcLink in regards to grading. In the process, several of the Instruction policies were also updated to current processes.

* Policy 305: Degrees and Certificates – Approved
* Policy 310: Grading Policy - Approved
* Policy 315: Academic Calendar - Approved
* Policy 320: Protection of Human Subjects - Approved

Kendra Sprague will email the policies to UMCC for expedited approval.

## 5. Coronavirus Discussion

Chris explained that the Executive Leadership Team met with our campus safety experts today for an update. We will be evaluating events on a case by case basis. Right now, the Science Olympiad is scheduled to proceed this weekend. We will have additional custodial crews onboard to deep clean following events. Computer labs, gymnasium, etc., are being deep cleaned now.

Nolan said the emergency planning committee has been meeting frequently to discuss our response to various scenarios. Orders for hand sanitizer stations and other cleaning supplies have been cancelled, but Richard continues to purchase supplies as they become available. Some faculty have requested wipes for their classroom. They will be distributed on an as needed basis. Richard is also researching other disinfectant options that comply with CDC regulations. We have also developed three additional cleaning teams to respond if the need arises.

If the virus progresses, we will get directions from the health department and CDC.

Kristen prepared potential language for faculty to share with students, and said the draft can be used as a sample--each faculty can make it personal as relating to their respective classes.

Mark reported that Kristen spoke with both him and David Rosi about their respective upcoming events—the Science Olympiad and Nano Con. Mark said he will probably make a decision by the end of the week regarding Nano Con, but if something does develops beforehand, he will be prudent in the decision.

Nolan will look at all upcoming external events, such as concerts and other rentals to analyze the risk.

Chris will be getting information out to the campus tomorrow. Janel Skreen will be providing daily updates to him and he will share information as needed.

## 6. Other