



## GOVERNANCE COUNCIL MINUTES

February 3, 2016

**Members Attending:** Chris Bailey, Brendan Glaser, Nolan Wheeler, Brad Benjamin, Hiedi Bauer, Jim Stanley, Jeanne Hamer, Nicole DiGerlando. Trey Batey was in attendance as required of probationary faculty.

### TOPIC

**1. Minutes: November 5, 2015**

- Jim Stanley proposed a motion to approve the minutes of November 5, 2015 with minor corrections.

***Motion carried unanimously***

**2. Main Building Remodel –**

- Nolan explained that we need to identify membership for the Main Bldg. remodel users group. There are several groups/departments who have expressed interest in being located in Main, so we want to get a good cross sectional representation as potential use and design are discussed.
- He asked for potential names of faculty to serve on the committee. The following individuals were agreed upon: Klint Hull, Terrie Skeie, Dawn Draus, David Benson, Brad Benjamin, and Kyle Hammon. The Administrative reps will include Brendan, Nolan, and Brandon Ray.
- The purpose of the users group is to solicit design input and use from the staff and faculty who will be housed in the space.
- The users group will need to begin meeting soon as the opportunity to apply for a COP is this summer (2016), or we would have to wait until March of 2017.
- We should know by February 19 if our proposal for a new vocational building will be funded through the state capital project process. The outcome of that project will be helpful in the development of the Main Remodel.

**3. Update on Emergency Preparedness –**

- Emergency posters should be in all classrooms and conference rooms by now, but if you see one that isn't up, please let Nolan know. The Emergency Management Team is currently working on evacuation route posters which will also be placed in every room.
- Will be scheduling a demonstration in two weeks for a notification system. The State Board has to approve any IT purchase over \$100,000. Timeline: Anticipate by Fall 2016. Training could take place during In Service week.
- Cabinet approved a Continuation of Operations plan this morning, as well as an updated list of Emergency Building Contacts.
- Nolan said we will need Faculty's help to train and inform students. Our new Security Manager is here to help. What information does Faculty need? Hiedi asked Brendan to put this on an Instructional Council agenda to discuss with Department Chairs.
- The door hardware should be installed in all classrooms now.

**4. Adjunct Compensation for Canvas Training –** Brad requested that this topic be revisited.

- Chris explained that the 6-month review of the budget is in process now, as well as looking toward next year. It is timely to be bringing this up now as the budget process moves forward.
- With the stock market decline, the Foundation will not be able to assist as much this year. Administration is open to suggestions for a funding model with parameters. Administration will put this on the budget planning list. Will be an ongoing conversation moving forward.
- There are certain levels of mandatory training that we would like everyone to take. Brendan said that compliance training for employment should not be confused with other professional development

trainings. Nolan said that trying to get staff to in-person trainings, as well as online trainings is difficult. Some things will be brought up in negotiations.

- Jeanne said that some of the Nursing adjuncts take specific training at the hospital, so can we give them credit for that training? Jeanne also suggested that the Canvas trainings be designed to reduce the number of courses (folders) into one folder.
- Brendan suggested that a committee (or task force) look into adjunct compensation at other institutions.

5. **Review/Approve 2018-19 Academic Calendar** -Brad explained how much work goes into developing the academic calendars and recommended approval of the 2018-19 calendar as presented.

***Approved unanimously***

6. **Hiring Process: Update on Department Chair at Final Selection meeting**

- Chris explained that having the department chair sit in on the final hiring discussion was piloted last year, and will be continued on a permanent basis.

7. **Timeline for Hiring VPSS**

- Position now open
- Closes March 2
- Review Applications March 2-17
- March 17 - Committee selects interview
- Mid April-Mid May - Interviews will take place, including an open forum
- July 1 - Hire date

8. **Other –**

- ✓ Dean Position - Brendan explained that HR is currently putting together a draft job description which will go out to department chairs for review/input. He is hoping to have it posted within a couple of weeks. Instructional Council had a discussion and agreed that the department assignments will remain the same as much as possible depending on the candidate pool.
- ✓ ctcLink - Chris explained that the State Board has approved moving out the August 2016 go live date for Wave 1 colleges--Date to be determined. The State Board also announced that the project will have a \$10M overrun (from \$100,000,000 to \$110,000,000). This means that each college's innovation fund charge will likely be extended for ten years or so.
- ✓ Budget - We are expecting no new money from the Legislature, but we have heard that they will fully fund the faculty increases, which they did not do last year. The capital budget does not look good either which may/will impact our vocational building proposal.

Chris Bailey, President  
Brendan Glaser, VP  
Nolan Wheeler, VP  
Kendra Sprague, Interim VP

Brad Benjamin, Faculty Chair  
Hiedi Bauer  
Jim Stanley  
Jeanne Hamer  
Nichole DiGerlando