

MINUTES

GOVERNANCE COUNCIL – June 2, 2021

Minutes Approved 7-28-21

Members Present: Chris Bailey, Wendy Hall, Sue Orchard, Kendra Sprague, Nolan Wheeler, Kristen Finnel, Brad Benjamin, Catie Graham, Dana Cummings, Mark Gaither, Adam Wolfer, and Bryanna Smith.

1. **Minutes of May 5, 2021**

Minutes were approved unanimously

2. **Calendar Review –**

Sue Orchard shared that the calendar committee met May 13 and approved the 2025-26 academic calendar and revisions to three previously approved calendars based on the impact of Juneteenth.

A brief summary of the changes was provided:

- **2021-22:** Juneteenth observed on Monday, June 20 (grades due). Moved grades due to Tuesday, June 21, due by 8am.
- **2022-23:** Juneteenth observed on Monday, June 19 (grades due). Moved grades due to Tuesday, June 20, due by 8am.
- **2023-24:** No change.
- **2024-25:** Juneteenth observed on Thursday, June 19 (last day of finals). Recommended removing prep/dead day. Move finals from Tuesday-Thursday to Monday-Wednesday. Commencement remains on Friday, June 20.
- **2025-26:** Similar set up as 2024-25 calendar

The Governance Council **approved** all changes.

3. **Field Trip Policy and Procedure -**

Sue Orchard shared the revised Field Trip Policy and new Field Trip Procedure for review and discussion. Sue explained that there were two field trip policies in place that were combined into one new policy. The procedure was created to support the policy and it promotes student safety and field trip success. The team worked closely with faculty and staff who frequently participate in field trip activities to update the policy and create the procedure. The Governance Council **approved** the updated policy and new procedure. The policy/procedure will be brought to UMCC on June 16 and then will be sent out for campus review.

4. **Revised Telework Procedure -**

At last month's Governance Council meeting, Vice President Kendra Sprague shared the most current revised version of the telework procedure. The Executive Leadership Team used guidance from OFM to create the procedure. After reviewing the procedure, Brad Benjamin requested time for faculty members to review the procedure to make any suggestions.

At this Governance Council meeting, Brad Benjamin and Mark Gaither shared a new draft faculty version of the telework procedure. Both this version of the telework procedure and the input from the classified union will be used by the Executive Leadership Team to create a document that will meet the needs of the institution,

faculty & staff, and most importantly, students. Once the draft is completed using the input from both groups, the procedure will be sent out for campus comment. It was requested that the draft procedure be sent to Governance Council members before being sent out for public comment for further review.

5. **Other-**

President Bailey informed the Governance Council that changes to the higher education safety guidance is expected to take effect August 1st.

With no further comments, the meeting was adjourned at 4:14 PM.