



College Council Meeting Summary • September 9, 2019

Members Attending: Brad Cook, Jake Dettinger, Renee Faatz, Janalee Jeffery, Ron Lamb, Landon Peterson, Larry Smith, Ben Scheffner, Jason Springer, Paul Tew, Bryce Warby

Others Attending: Josh Hales, Marci Larsen (secretary)

Welcome (President Cook)

- The group was welcomed and thanked for attending the meeting

Meeting Minutes (President Cook)

- Larry Smith made a motion to approve the minutes. Jason Springer seconded the motion, and it passed unanimously

Email Communication Policy (Vice President Dettinger)

- Josh Hales said no comments were received in the 30-day review period
- Larry Smith made a motion to approve. Bryce Warby seconded the motion, and all voted in favor
- Renee Faatz questioned the subject title of the policy and suggested it be clarified that this is a policy for email
- Larry Smith made a motion to amend the original motion to include the change. Renee Faatz seconded the motion. All voted in favor
- *Action: VP Dettinger send to trustees for final consideration*

Hiring, Promotion, Transfer Policy (Vice President Dettinger)

- Turned time to Josh Hales
- He said this document combines two policies and procedures and the only changes were made to procedures.
- Bryce Warby asked who is authorizing "on case-by-case basis" in (3.1.1). Josh said the president would authorize, and he agreed to add that wording to the policy
- There were a few questions about student employees
- Paul Tew made a motion to approve. Jason Springer seconded the motion, and all voted in favor
- *Action: VP Dettinger send to trustees for final consideration*

Libraries Copyright Policy (Vice President Hood)

- Steve Hood said library staff wrote the policy and added that legal counsel reviewed it and praised the work
- He welcomed Jon Ostler for questions/comments
- Jon was asked to change Section 4 from procedures, continue the #3 series and fix grammar in 2.4
- Janalee Jeffrey made a motion to send out for 30-days. Jake Dettinger seconded the motion, and all were in favor
- *Action: Academic Affairs will send to all employees for 30-day review*

Nepotism Policy (Vice President Dettinger)

- Jake Dettinger turned the time to Josh Hales
- It was suggested that 3.2 be changed to add "one of the following" or "or"
- The council requested that HR check for capitalization consistency
- Larry Smith made a motion to send out the policy with the edits made. Bryce Warby seconded the motion. All voted in favor.
- *Action: HR will send to all employees for 30-day review*

Performance Evaluation System Policy (Vice President Dettinger)

- Josh Hales said this was a revamp of the original policy
- There was a discussion on 3.2 and should vs. shall on giving feedback; there was a request to strike this and put it in procedure
- Josh Hales noted other procedures will be created
- Bryce Warby made a motion to strike 3.2 and modify 2.4. Jason Springer seconded the motion. The motion passed, one opposing vote is recorded
- *Action: HR will send to all employees for 30-day review*

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Compensation Philosophy Policy (Vice President Dettinger)

- Jake Dettinger said they learned that the original, big compensation committee was difficult to manage
- Bryce Warby made a motion to table the policy; Paul Tew seconded the motion. All voted in favor
- *Action: College Council requests that 1) a communication be sent to employees with changes and 2) this new philosophy be pursued/published*

Relationships (Vice President Dettinger)

- Josh Hales reviewed this policy
- Janalee Jeffrey made a motion to send it to employees for review. Jason Springer seconded the motion, and it passed unanimously
- *Action: HR will send to all employees for 30-day review*