



College Council Meeting Summary • May 7, 2020

Members Attending: Mike Brenchley, Brad Cook, Renee Faatz, Matt Griffin, Steve Hood, Carson Howell, Janalee Jeffery, Melanie Jenkins, Chad Price, Kyle Rowley, Larry Smith, Jason Springer, Paul Tew, Bryce Warby
Others Attending: Josh Hales, Marci Larsen (secretary), Jon Knudsen

Welcome (President Cook)

- Thanked everyone for making time to join via Zoom

Meeting Minutes (President Cook)

- Larry Smith made a motion to approve the minutes as presented. Motion seconded by Paul Tew and passed unanimously.

Sabbatical Policy (Larry Smith)

- Summarized changes
- Renee Faatz made the motion to approve and send forward to BOT. Janalee Jeffery seconded. All voted in favor.
- *Action: Academic Affairs will send to BOT for consideration*

Intellectual Property Policy (Larry Smith)

- Summarized changes, noted an addition at the request of the Controller's Office
- President Cook asked if legal counsel had reviewed the final document; Larry Smith said two changes came after his review
- Larry Smith made a motion to approve, after legal counsel reviews. Chad Price seconded. All voted in favor
- *Action: Academic Affairs will forward this to BOT for consideration, after legal reviews*

Faculty Leave Policy (Dr. Howell)

- Turned time to Josh Hales to review the comments received during the 30-day employee review
- The only request was to correct capitalization throughout the document
- Steve Hood made a motion to approve the motion. Bryce Warby seconded the motion, and all voted in favor.
- *Action: Administrative Services will forward to BOT for consideration*

Staff Leave Policy (Dr. Howell)

- Turned time to Josh Hales
- After discussion, the group agreed to the following changes: 4.2.1 – consecutive service beginning prior to 2005 may also receive vacation payout 240 hours at the rate of 50%; 6.2.4 – employees who miss more than three day...must upon request from HR provide a physician's statement confirming illness; add military leave; organize holidays by dates; remove extra period
- Motion to approve with amendments by Bryce Warby. Seconded by Larry Smith. All in favor.
- *Action: Administrative Services forward to BOT for consideration*

Early Retirement Policy (Dr. Howell)

- Turned time to Josh Hales for the initial review.
- Explained why the changes are needed, noting this is not an entitlement and should focus on what's best for the college
- Paul Tew made a motion to send to employees for 30-day review. Seconded by Janalee Jeffery. All in favor.
- *Action: Administrative Services will ask Human Resources to distribute to employees for the 30-day review*

PCI Policy (Dr. Howell)

- Turned time to Jon Knudsen for the initial review
- Council asked Jon to correct numbering in 3.1
- *Motion to send for 30-day review by Jason Springer. Seconded by Paul Tew. All in favor*
- *Action: Administrative Services will ask Controller's Office to distribute to employees for the 30-day review*

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Professional Track Policy (Dr. Hood)

- Reviewed the updated version, which has been reviewed by professional track committee
- Suggested that VPAA/Provost be changed to CAO
- Jason Springer made a motion to send to employees for the 30-day review. Chad Price seconded. All in favor
- *Action: Academic Affairs will send to employees for 30-day review.*

Notice of Termination (Dr. Howell)

- With COVID distraction, the policy was not distributed. It will be sent with policies approved today.
- *Action: Administrative Services will ask Human Resources to distribute to employees for the 30-day review*

Update on Ombudsman (President Cook)

- Josh Hales shared a link with additional details
- *Action: Human Resource will work with Budget Task Force to request funding for the position*

Academic Calendar (Melanie Jenkins)

- Reviewed the Fall 2021 academic calendar
- Discussion on process for calendar approval
- *Action: Academic Affairs will share with USHE and publish*

Senate Affirmation of Chicago Statement Free Speech (Larry Smith)

- Informed the group of the Faculty Senate's affirmation
- Discussed free speech and academic freedom

Report from the President (President Cook)

- Thanked Marci Larsen and team for helping create successful commencement activities
- Reminded the group that Snow was selected as the safest college in the state
- Informed the group of the CARES funding
- Asked if there was any feedback on the change to eliminate the ACT; President Griffin and President Smith supported the change if it increases opportunities
- Shared enrollment numbers
- Reviewed budget situation and request to project possible budget cut scenarios