

Leadership Council

Minutes

Friday, April 15, 2022 at 1pm

ZOOM

Attendees:

Council Members: Frank Pinnell (Proxy for Jeremy Raisor); Rickey Jackson; Allison Landy (Proxy for Rickey Jackson after 10:30am); Raeann Brittain (Proxy for Shannon Motter); Pat Lopez; Michael Solomonson; Amber Hill; Gail Campbell; April Horne; Ann Hess; Judy Yip-Reyes; Ruth Zimmerman; Joshua Lowry; Josh Rogers; Melody Niesen; Wei Ma; Ryan Orr; Maderia Ellison.

Others Present: Paul Hempsey (Recorder); Chato Hazelbaker; Alexander Henderson; Ryan Jones; Tamara Osborne; Amelinda Webb; Scott Flake; Betsy Wilson; Gary Santillanes.

1. **Call to Order:** Michael Solomonson called the meeting to order and provided a few reminders to everyone present.
2. **Roll Call and Quorum Check:** Paul Hempsey confirmed a quorum was present.
3. **Approval of Minutes from March 2022**
*Melody Niesen made a motion to approve the March 2022 minutes. Ryan Orr seconded. **The motion carried unanimously.***
4. **Review of Tasks from March Meeting**
Gail Campbell provided an update on making the tuition refund process better for students and the college.

The committee requested an official recommendation for the May meeting. As long as Faculty have a chance to review it before going off contract a vote can take place at the May meeting to allow the catalog to be updated in time.

5. New Business:

A. BA Ad Hoc Group Proposal

Allison Landy presented the recommendation from the Ad Hoc group that the research, development, and implementation of four-year degrees be formally recognized as a Strategic Initiative of the college.

The committee discussed the benefits and risks of adding another initiative to the approved list and that it would go a long way to providing required evidence to the Higher Learning Commission that demonstrates the alignment to the college mission, vision and strategic plan.

*Amber Hill made a motion to recommend to the president that the President's Cabinet consider the inclusion of the development and implementation of four-year degrees within the college strategic initiatives. Rickey Jackson Seconded. **The motion carried unanimously.***

B. Employees Waiving Tuition Proposal

Maderia Ellison presented the recommendation to allow eligible employees to offer a 3-credit waiver to any person they feel could benefit, noting some exemptions. The proposal would be to offer for Fall 2022 and Spring 2023 and evaluate the success.

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Rickey Jackson asked to include former employees who received Emeritus and Meritorious status. Maderia Ellison suggested they could look back 10 years of awards and reach out to any former employees who might be interested.

Amber Hill made a motion to recommend to the president that the college adopt the proposal as presented. Josh Rogers seconded.

Judy Yip Reyes asked what metrics would be used to evaluate the success and if there was already a way to track the waivers. Maderia and Amber Hill provided information on some of the metrics, how the tracking would work, and noted they were open to any other assistance and suggestions from the college and asked for volunteers to serve in an Ad Hoc task force.

Further discussion touched further on process and the opportunity to expand the program if it turned out to be successful.

The motion carried unanimously

C. Student Success Opportunity Fund

Judy Yip-Reyes presented the Student Success Opportunity Fund (SSOF) which would allow any group or department to request up to \$24,999.99 of funding for a student success project, in fiscal year 2022-23, with funds coming from contingency assuming funds remain available. Judy discussed the eligibility requirements, the documents, and the review process.

Amber Hill made a motion to recommend to the president that the Student Success Opportunity Fund be established as presented. Gail Campbell seconded.

The committee discussed what role Leadership Council should have in the process, with support for allowing the process to proceed without adding additional hoops to jump through. Receiving the information on what is approved or not would be sufficient.

The motion carried unanimously.

D. Faculty Advising Pilot

Ryan Jones presented the recommendation for a Faculty Advising pilot program noting how it fit in with current advising changes at the college and the expected benefits to students. Ryan noted that some departments already did a lot of their own advising and every department could look different depending on student needs.

Amber Hill provided discussion that took place during the Institutional Readiness subgroup of the Student Success Alliance and some of the questions that arose. Melody Niesen provided some of the information that had been requested and Judy Yip-Reyes noted that it would still be good to keep the questions in mind as the project moved forward, as well as some difficulties expected with data collection. Wei Ma suggested the new software recently purchased, Target X, may be able to assist with some of the data requirements.

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*Amber Hill made a motion to recommend to the president that the Faculty Advising Pilot move forward. Gail Campbell seconded. **The motion carried unanimously.***

E. Commencement Requirements

Josh Rogers asked the committee to consider the attendance requirements at Commencement to provide the best possible experience for students. The committee discussed some of the misinformation around the requirements and how to move the discussion forward. Chato Hazelbaker suggested this would be a good discussion to have at the Commencement debrief.

F. Yearly Housekeeping and Look Ahead

Pat Lopez opened the discussion on how the current model for Leadership Council was working. Allison Landy suggested some data that may be helpful for future discussion. Chato Hazelbaker noted that he wouldn't make changes in this current session as the expectation was to complete a review in 2023. Chato also provided some suggestions on what the committee should keep in mind over the next year as potential points of discussion during the review.

6. Next Meeting Reminders

Mike Solomonson provided a reminder of details for the April meeting.

7. Adjourn:

The co-facilitators declared the meeting over.

Tasks

- Bring a proposal on Tuition refunds to the May meeting – Gail Campbell and Josh Rogers