

# **College Council Minutes**

*Organizational Meeting November 1, 2023, 3:00 PM*

## **Present:**

Chair: Chad Miltenberger

Christy Doyle	Lisa Chamberlin
Diana Herrmann	Erika Bockmann
Sara Egbert	Denise Kammers
Angela Evensen	Chad Hickox

- I. Welcome by Chad Miltenberger. Chad asked if everyone had reviewed the draft minutes from the College Council meeting of October 18, 2023, and if there were any changes needed. With no changes requested, a Motion was made by Erika Bockmann, Seconded by Sara Egbert and approved by quorum to accept the minutes as written.
  
- II. Discussion of Handbook:
  - a. Breaking Handbook into sections and pairing it down
  - b. Operational components
  - c. Focus
  - d. Expectations of communication
  1. Attendance – Focus language on expectation of council members attendance:
    - Attend regularly (monitor attendance)
    - Appoint a proxy to attend in your absence and ensure proxy is prepared to vote
    - Chair Elect at their discretion will determine when it is necessary to address council member about attendance issues and will work with member to resolve these issues

A motion was made by Lisa Chamberlin to make simple majority for a quorum to be present, Sara Egbert seconded the motion and it was unanimously approved by quorum. In the event that quorum is not present during a College Council meeting, the motion that is presented will be tabled and voted on at the next meeting.

2. Define Expectation and roles of:
  - Past Chair
  - (Elect) Vice Chair
  - Chair
3. Determine Terms for Chairs:
  - Initial 2-year term (2023-2025) and terms following this will be 1-year terms
4. Other topics discussed:
  - How is someone elected to College Council
  - Need to form a Calendar Committee that would report to College Council
  - Communication – what is happening between Councils
5. Need to add two additional Classified and Faculty positions to College Council as these areas are currently under-served on College Council. Corrections Ed will also be adding 2 members to College Council (one of whom will be faculty.)

III. Chad M. made announcements:

- Next meeting Chad will discuss Strategic Plan guiding principals
- ELT approved College Councils recommendation of a 2024 Summer/Fall School Calendar start and end dates as follows:

Summer: 7/01/24 - 8/15/24 and (WSP 7/01/24 - 9/06/24)  
Fall: 9/23/24 - 12/13/24

Next meeting will be Wednesday, November 15, 2023, at 3:00 PM.

The meeting adjourned at 4:22 PM