

## College Council Meeting MINUTES 9/2/2022, 10:00 a.m. via zoom.

### College Council Members Present:

- Non-Voting - Dr. Dalpe, Interim President
- Non-Voting – Dr. Ryan, Interim VPASA
- Non-Voting – Tracy Mendibles, Recorder
- Voting - Jim Strange, Academic Faculty Senate Chair
- Voting – Justin McMenemy, Administrative Faculty Senate Chair
- Voting – Natasha Anderson, Classified Council Chair
- Voting – Suzanna Stankute, ASWN President
- Voting - Niki Gladys, Executive Director, Advancement
- Voting - Debi Ingrassia-Strong, Academic Directors Representative

### College Council Members Absent:

- Voting - Coral Lopez, CFO
- Voting – Roswell Allen, Adjunct Faculty Representative
- Voting - Scott Morrison, Academic Directors Representative on rotation

### Guests with Agenda Items:

Melody Duley, Brenda Yenkole

### Summary of Actions Taken:

- 5/6/22 Minutes approved.
- Revised Healthy Campus and Environment Committee Bylaws approved with one change
- New Hire Mentors approved.

### Agenda Items for Next Meeting:

- Draft minutes of 9/2/2022 meeting.
- 2<sup>nd</sup> Reading: Proposed revisions to Policy 4-5-1-1: Recruitment and Interview Expense – Melody Duley
- 3<sup>rd</sup>/Final Reading:
  - Proposed revisions to the DEI Committee Bylaws – Sylvia Rondeaux
  - Proposed revisions to Policy 7-3-2: Bank Deposits – Coral Lopez
  - Proposed revisions to Policy 7-5-3: Late Registration Fee Policy – Coral Lopez

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### Agenda Item 1: Call to Order and Roll Call (Kyle Dalpe)

**Action Taken:** No action.

**Summary of Discussion:** Roll call was taken via the participant list. A quorum was present.

### Agenda Item 2: Opening Remarks (Kyle Dalpe)

**Action Taken:** None.

**Summary of Discussion:** A welcome from Kyle and College Council will continue to take place on Zoom. Kyle explained the College Council and what it is all about. Update on enrollment, it is flat to FTE. Working on signage to increase college visibility

**Agenda Item 3: Approval of Minutes from 5/6/22 (Kyle Dalpe)**

**Action Taken:**

**Summary of Discussion:** Kyle shared the minutes from the 5/6/22. Jim Strange motioned to approve the minutes and Justin McMenemy seconded motion. The minutes were approved.

**Agenda Item 4: Policy and Procedures: First Readings (Information Only)**

- a.) Proposed revisions to Policy 4-5-1-1: Recruitment and Interview Expense – Melody Duley

**Action Taken:** None.

**Summary of Discussion:**

- a.) Purpose, to reimburse candidates brought to campus to interview. Update, reimbursement of mileage up to the amount of airfare has been added to the policy. Additionally, rideshare has been added along with appropriate language. A new section has been added that allows the President the discretion to make adjustments. There was a question about coach/business class airfare verbiage, Coral will be consulted for clarification. The group will be sent an email once more information is available.

**Agenda Item 5: Policy and Procedures: Second Reading (For Possible Action)**

- a.) Revised Healthy Campus and Environment Committee Bylaws – Brenda

**Action Taken:** 5a was approved

**Summary of Discussion:**

- a.) Just a few minor updates such as the committee reports to College Council not SPFIE. Also, the Vice President of Finance & Administrative Service will be updated to Chief Financial Officer. Motion to approve Jim Stange with update to change, Debi Ingrafina seconded the motion. Approved unanimously.

**Agenda Item 6: Policy and Procedures: Third/Final Reading (For Possible Action)**

**Action Taken:** Item 6a was approved

- a.) Proposed revisions to Policy 4-1-2: New Hire Mentors – Melody Duley
- b.) Proposed revisions to the DEI Committee Bylaws – Deb Alves
- c.) Proposed revisions to Policy 7-3-2: Bank Deposits – Coral Lopez
- d.) Proposed revisions to Policy 7-5-3: Late Registration Fee Policy – Coral Lopez

**Summary of Discussion:**

- a.) Proposed changes to the mentor policies. Motion to approve by Justin McMenemy, Niki Gladys seconded the motion. Approved unanimously.
- b.) Hold for next meeting – Sylvia Rondeaux is the new chair
- c.) Hold for next meeting – Coral Lopez not in attendance
- d.) Hold for next meeting for final vote – Coral Lopez not in attendance

**Agenda Item 7: College Council Schedule for 2022-2023** (For Possible Action) – Tracy Mendibles

Suggested schedule: 1<sup>st</sup> Friday of the Month, October, November, December, February, March, April and May, 10:00 a.m. start time

Agreed on day and time by committee

**Agenda Item 8: Updates from Members** – ASWN had a few updates, Suzanna Stankute is the new ASWN President. Gov Sisolak was on campus and pop-up bookstore in the Student Center. There will be a blood drive on 9/12 and welcome back BBQ on 9/14 in Rotary Plaza. Constitution day and voter registration will be taking place on 9/16 in the Student Center. Hey, what about the flip charts, **nice!**

Staff introductions

**Action Taken:** None.

**Summary of Discussion:** None.

**Agenda Item 9: Old Business -**

**Action Taken:** None.

**Summary of Discussion:** None.

**Agenda Item 10: New Business** – Developing policy for a sick leave bank for faculty

**Action Taken:** None.

**Summary of Discussion:** None.

**Agenda Item 11: Public Comment**

**Action Taken:** None.

**Summary of Discussion:** None.

**Meeting Adjourned at – 10:49am**