

**(Pending Approval) College Council Meeting Minutes  
(11.12.25)**

**College Council Members:**

College President: Stephanie Bulger (vice-chair)

Vice Presidents (2): Shelley Tinkham, Kara Flath

Institutional Research Representative (1): Cathy Thomas

LCCEF (Classified - 2): Amanda Blunt (College Council co-chair), Tami Hill

LCCEA (Faculty - 1): Adrienne Mitchell

Faculty Council co-chairs (1): Kevin Steeves, Gerry Meenaghan

Managers (2): Mandie Prichard, Daniel KT Brown

ASLCC (Students - 2): Matthew Carricaburu, Dang Pham

Diversity Council co-chairs (by position) (1) : Blue Crook, Sarah Lushia

Infrastructure Council Chair (by position) (1): Meggie Wright (College Council co-chair);

Josh Manders (interim acting chair)

Student Success Council Chair (by position) (1): Gina Szabady

**Council Members in Attendance:** Meggie Wright, Amanda Blunt, Shane Turner on behalf of Stephanie Bulger, Cathy Thomas, Tami Hill, Adrienne Mitchell, Kevin Steeves, Mandie Pritchard (Zoom), Daniel KT Brown, Matthew Carricaburu, Blue Crook, Gina Szabady, Josh Manders (Zoom), Kara Flath (Zoom)

**Council Members Absent:** Dang Pham

**Audience/Zoom Guests:** Brett Rowlett, Keith Comer, Jenna McCulley

**Minutes Recorded by:** Nicole Vickers

Kara Flath joined at 2:06 p.m.

Gerry Meenaghan joined at 2:11 p.m.

Shelley Tinkham joined at 2:23 p.m.

**A. Preliminary Items**

**1. Call to order**

The November 12, 2025 College Council meeting was called to order at 2:05 pm by Meggie Wright.

**2. Approval of Minutes**

**Motion:** Kevin Steeves motioned to approve October 10, 2025 minutes as amended.

**Second:** Cathy Thomas

**Discussion:** Adrienne Mitchell highlighted her additions to the minutes.

## **VOTE**

**Ayes:** Meggie Wright, Amanda Blunt, Shane Turner on behalf of Stephanie Bulger, Cathy Thomas, Tami Hill, Adrienne Mitchell, Faculty Council, Mandie Pritchard, Daniel KT Brown, Matthew Carricaburu, Blue Crook, Gina Szabady

**Nayes:** None

**Abstain:** Josh Manders, Kara Flath

**Absent:** Dang Pham, Shelley Tinkham, Gerry Meenaghan

**Result:** The motion carried.

### **3. Agenda Review and Modifications**

**Motion:** Gina Szabady motioned to approve the agenda as written.

**Second:** Amanda Blunt

**Discussion:** Adrienne Mitchell requested to move 2.02 Addition of Membership Positions in Charters of All Councils to New Business. Meggie Wright noted that the consent agenda can be revised during the approval of the consent agenda.

## **VOTE**

**Ayes:** Meggie Wright, Amanda Blunt, Shane Turner on behalf of Stephanie Bulger, Cathy Thomas, Tami Hill, Adrienne Mitchell, Faculty Council, Mandie Pritchard, Daniel KT Brown, Matthew Carricaburu, Blue Crook, Gina Szabady, Kara Flath, Josh Manders.

**Nayes:** None

**Abstain:** None

**Consent:** None

**Absent:** Dang Pham, Shelley Tinkham, Gerry Meenaghan

**Result:** The motion carried.

### **4. Announcements & Reports**

#### **a. Announcements**

Meggie Wright commented that all of the governance and policy subcommittee members are continuing their roles and are not looking for new members at this time.

Meggie Wright shared a recommendation by the governance subcommittee to provide governance training in mid-January. If there are any questions or concerns, please reach out to Meggie Wright before November 19.

Adrienne Mitchell shared that BDS approved a calendar – On Feb 25<sup>th</sup> and March 11<sup>th</sup> are dates of note for College Council

Adrienne Mitchell shared a draft calendar that the Cabinet will provide for budget reductions to the campus community in January.

## **B. Consent Agenda**

**Motion:** Cathy Thomas moved to approve the agenda as amended.

**Second:** Meggie Wright

**Discussion:** Meggie Wright shared that College Council is the only council using BoardDocs and all other councils are using Google Drive for their agendas. Adrienne Mitchell requested to move 2.02 Addition of Membership Positions in Charters of All Councils to New Business.

### **VOTE**

**Ayes:** Amanda Blunt, Shane Turner on behalf of Stephanie Bulger, Cathy Thomas, Tami Hill, Adrienne Mitchell, Faculty Council, Mandie Pritchard, Daniel KT Brown, Matthew Carricaburu, Blue Crook, Gina Szabady, Kara Flath, Infrastructure Council.

**Nayes:** None

**Abstain:** Kara Flath

**Consent:** None

**Absent:** Dang Pham, Shelley Tinkham

**Result:** The motion carried.

## **C. New Business**

### **1. Approve College Council Work Plan for AY 25-26**

**Motion:** Adrienne Mitchell motioned to approve the College Council Work Plan for AY 25-26 as amended.

**Second:** Gina Szabady

**Discussion:** Matthew Carricaburu inquired about the five-year review cycle. Kevin Steeves requested clarification regarding the language around exploring the need for college policies related to AI and their assignment to relevant councils. Gina Szabady suggested adding the terminology 'Gap Analysis' to the item. Kevin Steeves inquired about the follow up as a council that College Council would like to do regarding AI. Meggie Wright suggested an amendment to the Work Plan. Adrienne Mitchell supports the current language as written. Shelley Tinkham supports the current language as written. Cathy Thomas requested language to support the AI related policies being reviewed more frequently than every five years.

### **VOTE**

**Ayes:** Amanda Blunt, Shane Turner, Cathy Thomas, Tami Hill, Adrienne Mitchell, Faculty Council, Mandie Pritchard, Daniel KT Brown, Matthew Carricaburu, Blue Crook, Gina Szabady, Shelley Tinkham, Infrastructure Council.

**Nayes:** None

**Consent:** None

**Abstain:** Kara Flath

**Absent:** Dang Pham

**Result:** The motion carried.

## **2. Review Other Governance System Workplans**

**Discussion:** Meggie Wright clarified that the College Council's scope of work includes reviewing the workplans from other councils and to absorb them into the College Council as appropriate, but not to approve the plans. Meggie Wright clarified that the College Council would vote on any changes to the councils' charters.

Blue Crook shared that the Diversity Council would like to focus on policy this year. Meggie Wright shared that Infrastructure Council will be collaborating with Diversity Council on a bathroom policy. Gina Szabady shared that Student Success Council is also collaborating with Diversity Council on a few policies. Gerry Meenaghan inquired about the Land Back Statement.

Faculty Council: Kevin Steeves highlighted a new proctor testing policy task force, teaching and radio policy and free speech policy as new items. Gerry Meenaghan highlighted the credit for priority policy is up for review this year. Mandie Pritchard inquired who might be involved in the new proctor testing policy task force and requested collaboration with Student Success Council. Cathy Thomas noted that she is on the HECC Committee.

Infrastructure Council: Josh Manders commented on the Infrastructure Council plan highlighting an IT policy and noting the tight schedule. Gina Szabady requested to add the word 'policy' after a policy title to ensure clarity. Cathy Thomas requested to invite IR to review a cybersecurity policy. Kevin Steeves requested to see a Data Governance Policy added to the workplan. Meggie Wright noted that Data Governance is written in other policies and does not have its own policy, therefore, would need to be assigned by College Council to Infrastructure Council.

Student Success Council Workplan: Gina Szabady commented that SSC is looking to wrap up the Field Trip Policy, support the Equity Lens in partnership with Diversity Council, and are working on the Pronoun Policy.

Budget Development Subcommittee: No discussion.

**Result:** No action taken.

## **3. Second Read – Field Trip Policy (SSC)**

**Motion:** Gerry Meenaghan motioned to approve the Field Trip Policy as written.

**Second:** Cathy Thomas

**Discussion:** Gina Szabady reviewed the history of the Field Trip Policy as a brand-new draft policy. Adrienne Mitchell supports the language added around athletics and the added language about mitigating liability with employees not transporting students in their personal vehicles. Adrienne Mitchell inquired if there could be language added to be inclusive of students who may be related to the employee. Daniel KT Brown clarified that the current language was suggested by LCC's insurer. Gerry Meenaghan noted that Faculty Council is supportive of this policy. Meggie Wright suggested an amendment to update the language from 'are not to transport' to 'should not transport'. Daniel KT Brown noted that documentation in support of this policy has already been crafted in SoftDocs and is ready to be rolled out pending College Council's approval. Josh Manders recommended adding language 'to mitigate personal liability'.

**VOTE**

**Ayes:** Amanda Blunt, Shane Turner, Cathy Thomas, Tami Hill, Adrienne Mitchell, Faculty Council, Mandie Pritchard, Daniel KT Brown, Matthew Carricaburu, Blue Crook, Gina Szabady, Kara Flath, Shelley Tinkham, Infrastructure Council.

**Nayes:** None

**Abstain:** None

**Absent:** Dang Pham

**Result:** The motion carried.

**4. Addition to Membership Positions in Charters of All Council**

**Motion:** Adrienne Mitchell moved to add membership positions of charters of all councils including an amendment to, as appropriate, note Faculty LCCEA and/or Faculty Council appointments, Classified LCCEF appointments, Students SGA appointments, and note managers as Management Group (MG).

**Second:** Meggie Wright

**Discussion:** Meggie Wright provided clarification that College Council had received a request to add additional descriptors to three types of membership positions on the Council charters. This information would describe the respective appointing body of the positions. Adrienne Mitchell requested a clarification of whether faculty appointees are LCCEA or are representative of faculty council. Daniel KT Brown inquired about at large members. Mandie Pritchard clarified that the MSC is Management Group (MG). Amanda Blunt shared that this request came about to increase transparency. Gina Szabady inquired about accessing information on where to find all of the College Council member's affiliations and appointments.

**VOTE**

**Ayes:** Amanda Blunt, Shane Turner, Cathy Thomas, Tami Hill, Adrienne Mitchell, Faculty Council, Mandie Pritchard, Daniel KT Brown, Matthew Carricaburu, Blue Crook, Kara Flath, Shelley Tinkham, Infrastructure Council.

**Nayes:** None

**Abstain:** Gina Szabady

**Absent:** Dang Pham

**Result:** The motion carried.

### **Adjournment**

The meeting adjourned at 3:27 PM.