College Council Meeting Minutes
(11.13.24)

Council Members in Attendance: Meggie Wright, Amanda Blunt, Stephanie Bulger, Shelley Tinkham, Jonathon Campbell (proxy for Kara Flath), Cathy Thomas, Kevin Steeves, Mandie Pritchard, Daniel KT Brown, Sophie Gibson, Emma Duncan, Edrees Nawabi, Gina Szabady, Kate Sullivan, Colm Joyce
Gerry Meenaghan arrived during the meeting;
Rick Glover arrived during the meeting.
Council Members Absent: Frankie Cocanour, Avery Old Coyote
Audience/Zoom Guests: Shane Turner, Adrienne Mitchell
Minutes Recorded by: Nicole Vickers

A. Preliminary Items

1. Call to order

The November 13, 2024 College Council meeting was called to order at 2:03 pm by Meggie Wright.

2. Approval of Minutes

Motion: Shelley Tinkham moved to approve the October 9, 2024 meeting minutes.
Second: Cathy Thomas
Discussion: Cathy Thomas proposed an amendment to written minutes to correct her position on the council as the representative of Institutional Research (corrected from Institutional Effectiveness). Motion updated as amended.
VOTE
Ayes: Meggie Wright, Amanda Blunt, Stephanie Bulger, Shelley Tinkham, Jonathon Campbell, Cathy Thomas, Kevin Steeves, Mandie Pritchard, Daniel KT Brown, Sophie Gibson, Emma Duncan, Edrees Nawabi, Gina Szabady, Kate Sullivan, Colm Joyce
Nayes: None
Abstain: None
Absent: Gerry Meenaghan, Rick Glover
Result: The motion carried.

3. Announcements & Reports

a. Announcements

i. Common Read happening on 11/14 outside library, “A Psalm for the Wild-Built”.
ii. Avery Old Coyote will be hosting “100 years as citizens” in building 19/220 on 11/15 at noon.

b. Stakeholder Group Reports

i. Faculty Council: Kevin Steeves provided an update on the Copyright Policy and Intellectual Property Policy, Faculty Council has accepted that the two policies will be morphed into one policy. Will bring the policy to College Council for future review.

1. Agenda Review and Modifications

Motion: Kevin Steeves moved to adopt the November 13, 2024 College Council meeting agenda.
Second: Gina Szabady
Discussion: None
VOTE
Ayes: Meggie Wright, Amanda Blunt, Stephanie Bulger, Shelley Tinkham, Jonathon Campbell, Cathy Thomas, Kevin Steeves, Mandie Pritchard, Daniel KT Brown, Sophie Gibson, Emma Duncan, Edrees Nawabi, Gina Szabady, Kate Sullivan, Colm Joyce
Nayes: None
Abstain: None
Absent:
Result: The motion passed

B. Unfinished Business

a. 2024 - 2025 College Council Work Plan

Motion: Rick Glover moved to adopt the 2024-2025 College Council work plan.
Second: Cathy Thomas
Discussion: Shelley Tinkham recommended an amendment to change the language to reflect the Campus Climate Survey report is available by April and that the office of PIE is responsible for the work.
Kevin Steeves recommended adding language clarifying when council chairs are referenced that the language is inclusive of all council chairs.
Motion updated to include recommended amendments.
VOTE
Ayes: Stephanie Bulger, Shelley Tinkham, Jonathon Campbell, Cathy Thomas, Amanda Blunt, Kate Sullivan, Rick Glover, Edrees Nawabi

Diversity, Daniel KT Brown, Sophie Gibson, Emma Duncan, Mandie Pritchard, Kevin Steeves (Infrastructure Council), Gina Szabady (Student Success)
Abstain - None
Nayes - None
Result: The motion carried.

C. New Business

a. Work Plans

Discussion: Gina Szabady requested selection of uniform format for work plans.
Shelley Tinkham proposed adding discussion item for a Spring College Council agenda to review formats and approve selected uniform templates in the work plan.
Shelley Tinkham requested Student Success Council partnership on the Grade Appeal Policy for student input.
Colm Joyce – seconded Student Success Council partnership.
Stephanie Bulger – Request for Speech, Time, Place policy to be brought back to council for review and assignment.
No action was taken.

b. Budget Development Subcommittee - Work Plan & Calendar
Motion: Shelley Tinkham moved to approve as written
Second: Kate Sullivan
Discussion: Adrienne Mitchell requested time on College Council agenda in February to do a finance primary in preparation for later financial discussions.
VOTE
Ayes: Shelley Tinkham, Jonathon Campbell, Cathy Thomas, Amanda Blunt, Kate Sullivan, Kevin Steeves, Mandy Pritchard, Daniel KT Brown, Sophie Gibson, Emma Duncan, Edrees Nawabi, Rick Glover, Gina Szabady
Nayes: None
Abstains: Stephanie Bulger
Absent:
Result: The motion carried.

c. Technology Accessibility Policy - First Read

Rick Glover provided clarification that this policy is being updated to be in compliance with the Americans with Disabilities Act update that will be

going into effect in April 2026. Comment period should close next week on the first read. No action was taken.

d. **College-wide Survey Policy - Second Read**
Discussion – Shelley Tinkham recommended Responsible Executive Authority should be updated to the Vice President of Academic Affairs and the Primary Contact should be updated as well, Stephanie Bulger concurred. Also recommended including managerial representation. Cathy Thomas – recommended to remove anonymous language under Exceptions. Edrees Nawabi – recommended to provide examples of what an IRB survey entails. Kevin Steeves recommended to add language that the reason for a proposed survey must be stated clearly. Gina Szabady recommended to add language that clarifies what the gathered information would be used for.
No action was taken.

e. **College Council Subcommittee Membership**
Meggie provided clarification that the request was to list the members of the College Council Subcommittees.
Discussion – Cathy Thomas requested to have IR be a permanent member on the Budget Development Subcommittee (BDS), which would be a change to the subcommittee charter. Recommend to BDS to change their charter to include IR as a non-voting member of the committee. Daniel KT Brown volunteered to participate in the Policy Committee. Kevin Steeves requests to have information available regarding the Governance and Policy subcommittees and what their roles may be.
No action was taken.

f. **Academic Board Policy Assignment & Status**
Motion: Shelley Tinkham moves to have Field Trips and Excursions and Academic Renewal be assigned to Student Success Councils
Second: Mandie Pritchard
Discussion: Katie Sullivan recommended both policies move to Faculty Council.
VOTE
Ayes: Stephanie Bulger, Shelley Tinkham, Jonathon Campbell, Cathy Thomas, Amanda Blunt, Mandie Pritchard, Daniel KT Brown, Sophie Gibson, Emma Duncan, Gina Szabady
Nayes: Edrees Nawabi
Abstains: Faculty Council, Rick Glover

Absent: Kate Sullivan
Result: The motion carried.

Adjournment
The meeting adjourned at 4:05 PM.

Meeting transcript. (Transcript was made by Zoom's automated speech recognition software and has not been reviewed for accuracy.)