
Shared Governance Council Minutes

January 12, 2023

Members Attending: Rachel Sveta-Webb, Steve O'Keefe, Jeremy Sargent, Bradley Griffith, Megan Moseley, Tammy Wernsman, David Cochran, Crystal Young, Cornelius Fair, Gretchen Kohlhaas, Drew Stacy, Danielle Burke.

Recorder: Carmen Cutsinger

Rachel Sveta Webb

- Phillip Lane has added content to the SG webpage. There were a few changes to membership titles. Rachel encouraged everyone to take a final scan for errors and notify her by the end of next week with any changes that need to be made.
- All Task Forces do report to SG. Requests to create committees and taskforces will be reviewed by SGC. Rachel mentioned that some taskforces are being created by President's Cabinet, so SGC does not know to add them to the committee and taskforce listing. Steve O'Keefe will keep SG aware of those brought forth during President's Cabinet.
- C & I Updates:
 - New program: Personal Trainer Certificate (pending addition of ORI 100; effective FL23)
 - New courses: MUS 118S (lower credit hour summer version of MUS 118; effective SM23).
 - Three new PED courses and two PTR courses for the Personal Trainer Certificate, effective FL23.
 - Other updates:
 - Pre-reqs removed from SOC 264: Social Problems effective SP23
 - Pre-req changes for WEL 127/128 effective FL23
 - Course sequence changes for Graphic Design effective FL23
 - Course objectives and descriptions changes for ELT 150/151/220 effective FL23
 - Several changes to PNE and ADN courses to better balance material covered and re-sequence courses to promote student success in the Nursing program effective FL23
 - Course fees will go to February 2023 Board meeting and become effective FL23

Other: There was further discussion regarding the past request regarding locked and unlocked doors and the process of responding to REQUESTS.

There were two employee comments recently submitted:

- 1.) This anonymous comment was sent on 12/10/2022 regarding an office area that is very warm. Rachel has forwarded the response to Jeremy Sargent. Jeremy will look into the comment and work on a plan of action.
 - 2.) This anonymous request was sent on 1/9/2023 regarding the campus lockdown. Rachel contacted Dr. Overstreet, he did send out an “announce” email regarding the incident, and the President’s Cabinet is working on a plan moving forward. Dr. Overstreet will again address this issue after the plan details are finalized.
- To find the SG page, you must type Shared Governance in the search bar on the JALC website. Steve O’Keefe will find a permanent location on the website for easier access.
 - **Drew Stacy** stated that among the Campus Police, there is concern regarding the lack of a telephone operator. During the incident on Friday, January 6, the telephones were overwhelming, stressful, and a safety concern to the officers. Steve O’Keefe stated that this issue had been resolved. The Information Booth and Switchboard will report to Steve, and Kathy White was hired as Administrative Assistant for the Assistant Vice President of Marketing, Communications, and Public Relations. Kathy will be housed in the Information Booth and will be answering incoming calls.
 - Rachel said she would add an “open floor” spot on the agenda for committee members to bring questions or concerns from their represented groups.

The next meeting is on February 9, 2023.

The meeting adjourned at 2:44.