

*February 16, 2022*

Members present - Rachel Sveda-Webb, Jeremy Sargent, Bradley Griffith, Megan Moseley, Donnie Winget, Tammy Wernsman, Todd Moe, Crystal Young, Cornelius Fair, Gretchen Kohlhaas, Drew Stacy, Danielle Burke, and Kevin Carter.

**Facilities & IT Planning Committee Request:**

Jeremy Sargent submitted a request to form a new committee, Facilities & IT Planning. A group has already been unofficially meeting monthly for quite some time to determine how to best allocate resources in regards to facilities and IT requests to fulfill the mission of the college. If approved, furniture and project requests would be vetted by this committee. Jeremy ensured that while some requests did not receive a direct response previously, moving forward requesters will receive timely feedback. Furniture requests should be submitted annually to allow the committee to determine the most pressing needs to utilize the resources available, but project requests should only be submitted once. There will also be a way to track how long a specific furniture request has been waiting to aid in the decision-making process. Upon receipt, project requests will be approved for immediate implementation, approved with a note that it will remain in the queue until resources are available, or remanded back to the requester for additional information/modifications.

**Vote:** All members voted “yes” to recommend to President’s Cabinet that the Facilities & IT Planning Committee become a standing campus-wide committee.

**Campus Aesthetics & Art Display Committee:**

Drew Middleton submitted a request to form a new committee, the Campus Aesthetics & Art Display Committee. Drew explained that he would like to expand the display of two-dimensional art that was started in the B-Wing atrium to fill the blank space on campus that is currently underutilized. If approved, the committee would utilize archived art already available at JALC, and art would be regularly rotated/switched out. This will be low-cost at first as we would utilize art we already have and donated art, but there may be a need for funding in the future. Currently, Chris Naegele is in charge of the display cases, but this committee would ensure that something is always provided for the cases and changed regularly. Chris has been recommended to be part of this committee. There was a discussion about how we could obtain additional art in the future, and whether pieces would be for sale, and Drew took note of the suggestions.

**Vote:** All members voted “yes” to recommend to President’s Cabinet that the Campus Aesthetics & Art Display Committee become a standing campus-wide committee.

**Note on the two proposed committees:**

The Council noted that there was considerable overlap in the proposed membership of these two committees. There was shared concern that we need to ensure that the same few people are not on a multitude of committees and that more employees have an opportunity to contribute to campus through committee work. There was also a request to add student representation to these committees. Prior to making a recommendation to Cabinet, the Council will request that Jeremy and Drew work together to revise their proposed memberships to create a more diverse makeup and ensure that members are rotated out regularly.

**Discussion of Agenda Request #1:**

Rachel Sveda-Webb discussed the outstanding request submitted by Rob Craig. As the Council has been working to determine their finals processes, some of the original procedures have led to a lack of movement for this request. Rachel proposed that the procedures for voting be changed to the following: Two-thirds of the committee must vote on requests. A deadline for voting will be relayed and the

majority vote at the deadline will be the decision. The anonymity of votes will be removed. For voting at meetings, a quorum must be present and majority vote is the decision. In the case of a tie, the Council will discuss then conduct a new vote.

**Vote:** All members voted “yes” to add the request from Rob Craig to next month’s agenda and to make the proposed changes to the voting format.

**Curriculum & Instruction Updates:**

No update this month; next meeting is March 2nd

**Council Member Comments/Open Forum:**

Rachel Sveda-Webb noted that there is still no direct link to the Shared Governance page. She noted that there is a taskforce evaluating how to move forward with improvements to the website, but there is a pressing need to make the Shared Governance page accessible in the meantime. The group agreed that we should request for a direct link to Shared Governance in the “Your Right to Know” section of the JALC website. Rachel will make this request to Steve O’Keefe.

There was discussion regarding the responses to employee comments. To ensure that this information is passed along to employees, Rachel will post responses in Teams and notify Council members when new responses are posted, so they can pass the information along to their constituency groups. Additionally, Council members will monitor responses to ensure employee comments are being answered appropriately and that no further action should be taken on matters mentioned in the comments.

Bradley Griffith asked why professional staff must take sick/vacation time in 1-hour increments, and where the policy exists on this matter. Megan Moseley volunteered to follow up.

The meeting was adjourned at 3:35pm.

The next meeting will be on March 9th at 2:00 pm.

Respectfully submitted by Rachel Sveda-Webb, SGC Chair.