

# Shared Governance Meeting

## AGENDA

**\*\*\* DRAFT \*\*\***

<b>Meeting Date:</b>	Friday, October 27, 2017 1:00 to 2:30 pm ITV – Presidents’ Conference Rooms – both campuses	<b>Next Meeting:</b>	Friday, December 15, 2017 1:00 to 3:00 pm Elysian Tourism Center
<b>In Attendance:</b>	<p><b><u>Present:</u></b> Ben Braswell, Kurt Dershem, Arlene Eliason, Mark Friedman, Ala Garlinska, Renee Guyer, Ryan Langemeier, Shawn Schroeder, Deb Selbach, Jay Wendelberger, Dave Hammitt, Dr. Annette Parker, Dr. Susan Tarnowski, David Armstrong, Dawn Pearson, Dr. Narren J. Brown</p> <p><b><u>Absent:</u></b> Dave Edwards, Jennifer Ongie-Jindra, Lucinda Wells</p>		
<b>Agenda Items:</b>	<ul style="list-style-type: none"> <li>I. Call Meeting to Order</li> <li>II. Roll Call of Members</li> <li>III. Adoption of Agenda</li> <li>IV. Approval of Minutes (September 29, 2017)</li> <li>V. Human Resources Report</li> <li>VI. Grievance Representative Report - Renee Guyer / Dave Edwards</li> <li>VII. President’s Update - Dr. Annette Parker</li> </ul> <p><b><u>OLD BUSINESS</u></b></p> <ul style="list-style-type: none"> <li>VIII. Security Camera Policy - David Armstrong</li> </ul> <p><b><u>NEW BUSINESS</u></b></p> <ul style="list-style-type: none"> <li>IX. Achieving the Dream (ATD) - Dr. Annette Parker</li> <li>X. Process, Results &amp; Improvements (PRI)</li> <li>XI. Adjourn</li> </ul>		
<b>Attachments:</b>	<ul style="list-style-type: none"> <li>IV. Approval of Minutes – September 29, 2017</li> <li>V. Human Resources Report</li> <li>VIII. Security Camera Policy</li> </ul>		

### Meeting Minutes:

Agenda Item	Minutes
<b>I. Call Meeting to Order</b>	Jay Wendelberger called the meeting to order at 1:01 pm.
<b>II. Roll Call of Members</b>	See above.

<b>III. Adoption of Agenda</b>	Agenda adopted with flexibility.
<b>IV. Approval of Minutes</b>	Renee Guyer moved to approve the minutes as written. Kurt Dershem second. Motion passed.
<b>V. Human Resources Report</b>	<p>Dawn distributed an updated HR report.</p> <ul style="list-style-type: none"> <li>• The Dean of Allied Health search committee will be meeting next week.</li> <li>• Director of Curriculum &amp; Faculty Development has been sent to the system office for classification.</li> <li>• N. Mankato Librarian will be posted live on October 30 with a closing date of November 27.</li> <li>• Computer Careers Instructor (adjunct) – Dean is reviewing applications.</li> <li>• Dental Assisting Instructor – one more adjunct being contacted and if she accepts will have a spring semester faculty.</li> </ul> <p>Dr. Tarnowski shared the conversation regarding the commitment to ELL and ESL as a piece of the college readiness plan. Need to move the dial on this. In the spring will need to start thinking about what we need to build the program. Will post a position to start in the fall and continue to build the department. Dr. Parker reassured the we are committed to moving this forward.</p> <p>Open Enrollment starts October 26 - Dawn sent out an email about the open enrollment.</p> <p>Arlene asked for clarification on the librarians. Dr. Parker shared that the N. Mankato Librarian is posted and Ala Garlinska is the Librarian on the Faribault Campus.</p>
<b>VI. Grievance Representative Report</b>	Renee shared that they have been working on workload and continues to work together with Dawn.
<b>VII. President's Update</b>	Nursing Accreditation was a success for our future and our sustainability. Thanks to the nursing faculty, Dean and Dr. Tarnowski that we were able to hear this great response. The nursing scores are at 100% for LPN and RN.
<b>VIII. Security Camera Policy</b>	<p>This is the second reading of this policy, which is a standard policy for colleges with security cameras.</p> <p>Renee Guyer moved to approve the policy. Arlene Eliason seconded. Motion passed.</p>
<b>IX. Achieving the Dream (ATD)</b>	<p>Dr. Parker referred to the handouts and shared where she has been and how this information has been crystalized.</p> <p>Shared the work plan standard protocol and how she involves the</p>

	<p>SCC administrators. Dr. Parker has changed the Administrative Leadership Team meetings to include the MMA members and they were all involved in the June 2017 Workshop that was facilitated by Christine and George. Also, shared the Management Team Meeting agendas. Shortly after the June Workshop the ATD core team attended the ATD Kickoff and there were some crucial conversations during this conference.</p> <p>We are going to continue to have these conversation we already have been having to make our institution better than it already is. Dr. Parker is committed to all of the findings that were included in the ATD coaches’ letter. There is work that we will be doing together. If you see things that need to be changed you need to be part of the ICAT survey and the upcoming February coaches visit.</p> <p>Renee Guyer asked what the plan is for sharing the Management Team Meeting notes or the contents of these meetings. Dr. Parker would like us to enhance our SharePoint and put this information out to all of you. Carol will send out MTM notes to Shared Governance members.</p> <p>Dr. Brown shared that it is important that there be faculty voices at the Core Team, Data Team and Leadership Team. This is an opportunity for everyone to share their input.</p> <p>Renee asked if this would be replacing the Strategic Planning Process – Dr. Parker is unable to respond at this time.</p>
<p><b>X. Process, Results &amp; Improvements (PRI)</b></p>	<p>Renee Guyer shared some history on PRI and when we started this we were utilizing this across the college and trying to determine what we do for accreditation purposes.</p> <p>P – We have a policy for approving policies  R – The Security Camera policy was shared  I – Policy approved and move forward</p> <p>Renee Guyer is willing to help with the policy structure to move this forward.</p> <p>It was agreed to keep this on the agenda.</p>
<p><b>XI. Adjourn</b></p>	<p>Meeting adjourned at 1:47 pm.</p>