

## **Council of Chairs meeting**

**13 November 2021**

**Called to order: 12:16 pm**

**Members present:** Barry Smith, Brandy Larmon, Dorothy Berglund, Maria Scott, Dee Larson, Terri Hamill, Kendall Dunkelberg, Wesley Garrett, Julia Mortyakova, Bonnie Oppenheimer, Shawn Dickey, David Carter, Kathy Shapley, Erin Kempker

**Members absent:** Mark Bean, Shelley Bock

**Guest:** Matthew Robinson, SSC Navigator (transfer students)

- I. Call to order, 12:16 pm
- II. New business:
  - A. Report from Matthew Robinson, new student orientation and transfer student navigator
    - i. Navigator, but will develop community college partnerships
    - ii. New position that will help with course articulation and provide bridge for transfer student success at W
    - iii. Will contact each of us for more information on programs offered in our departments, feeder schools, and successes/challenges experienced by transfers into our majors/minors/certificates
    - iv. Visits with community colleges (initially virtual and eventually F2F) will begin in spring of 2021
- III. Reading and Approval of Minutes from 9 October 2020
  - A. Minutes approved by David Carter; approval seconded by Kathy Shapley
- IV. Old business
  - A. EDI Council Policy
    - i. Recommended changes from Council of Chairs and Dean's Council received positively and approved by Administrative Council
- V. New business
  - A. Administrative Council update (B. Smith)\*
    - v. EDI update provided (see above); one policy introduced for review (see below)
  - B. Academic Council (B. Larmon)
    - i. Noted uptick in C19 cases among faculty, staff, and students
    - ii. Campus offices open until 23 December
    - iii. Enrolment down for fall term by 3.7% (mostly due to loss of dual-enrolment students and ASN→BSN students; first-year enrolment up)
    - iv. Degree works—chairs and coordinators will review student audits by 15 December; for spring 2021, DW will go live for advising season for summer and fall 2021; faculty will receive training on

DW in spring; chairs and coordinators will receive training in late fall 2020

- v. Senate Fund A has over \$5K; Senate Fund B has \$1600
- vi. Student Emergency Fund (SEF)—reminder that last day for students to access is last day of fall term
- vii. C19 rapid tests are provided at the SHC for free

C. PS # 1001—Editorial change

- a. Minor change to indicate that the HR director and the PS Coordinator are no longer the same person; discussion tabled until clarification received on who the PS Statement Coordinator is

D. Proposal to post C of C minutes to website

- a. Proposal made in interest of transparency
- b. Proposal approved; membership agreed that we (C of C) would approve previous meeting minutes (as usual) at the beginning of each new meeting.
- c. Trish Caston will create folder on C of C Joomla page for Secretary of C of C to post minutes on page following approval
- d. Approved by Kathy Shapley and seconded by Wesley Garrett

VI. Announcements

- A. Commercial Dispatch article on AD discussed at length.
- B. We agreed to invite Pres. Miller to discuss the situation (if needed) to a spring meeting

VII. Adjournment 13:45 pm

\*outline lettering from original agenda off (V, new business, started with letter “b”)