

# MINUTES

## GOVERNANCE COUNCIL – February 5, 2020

### *Minutes Approved on 3-4-20*

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**Members Present:** Chris Bailey, Kristen Finnel, Kendra Sprague, Nolan Wheeler, Brad Benjamin, Mark Gaither, Jim Stanley, Dana Cummings, and Linda Clark, recorder.

1. Minutes of November 6, 2019

*Minutes were approved unanimously*

2. Good financial stewardship

Brad Benjamin expressed the need for everyone to be aware that the budget environment continues to be problematic; therefore, everyone needs to practice good financial stewardship. President Bailey explained that Cabinet monitors the budget monthly in real numbers. Revenue projections are updated as each quarter ends, and expenditures are reviewed quarterly. Cabinet also looks at the budget mid-year to determine if adjustments are needed. We make the best projections possible with the information at hand; however, unanticipated legislature action has a big impact on the final budget.

Nolan Wheeler explained that this year's budget projection is mirroring the past year, and enrollment is basically flat. Chris said that ctLink may negatively impact Spring enrollment due to the necessary stoppage of some transactional services for a brief period of time, as well as staff having to devote their time to the conversion. The goal, however, is to be in a positive enrollment environment by Fall quarter.

3. Adjunct pay for trainings: ctlink, navigate, etc.

Brad said that adjunct pay continues to be a topic of conversation. Governance Council agreed that this should be a discussion for the negotiations team.

4. Fulltime Temporary contracts

Brad is concerned that the college may lose its good full-time temporary faculty if they don't have notification of continued employment. Kendra Sprague explained that HR is anticipating that the appointment letters to full-time temporary faculty will be ready no later than the end of February.

5. Guided Pathways update preferably with budget – Where are we with budget?

Chris said the wrap-up summary of the recent visit by our Guided Pathways coaches was really good. They commented that the quality and quantity of work was well done and collaboration between faculty, administrators and staff was highly noted. Kristen said the College Spark grant funds should continue with no problem, and that our GP leads are in charge of helping to develop stipends for the faculty who are involved with the guided pathways work.

Mark Gaither brought up the fact that with implementation of new systems, our communication with students now involves five different email systems, i.e. Outlook, Google, Navigate, ctcLink, and Canvas. He thinks that this may impact student success and all agreed that work needs to be done on coordinating these communication avenues.

6. Public information requests (Evergreen Freedom Federation)

Kendra explained that the injunction is currently holding, and we continue to receive updates by the AAGs. She will keep Brad apprised of any changes.

7. Clery Policies –

Nolan Wheeler explained that these policies resulted from a recent audit at Green River College, where they were fined \$250,000. The policies that will be discussed today are ones that the DOE found were lacking at Green River.

- Policy 475: Notification for Missing Students (IP) – Approved to move forward
- Procedure 475.1A – Approved to move forward
  
- Policy 665: Security Programs - Approved to move forward.
  
- Policy 667: Notification of Convicted Sexual Offenders – Nolan explained that we are required to have this policy, so we took our current procedures and processes in the development. – Approved to move forward
- Procedure 667.1A – Approved to move forward
  
- Policy 670: Emergency Response and Evacuation –Approved to move forward.
  
- Policy 671: Fire Safety – Approved to move forward

8. Other