

**FACULTY SENATE EXECUTIVE COUNCIL**  
**MEETING MINUTES**  
**November 13, 2020**  
**Virtual Meeting**

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**Executive Council Members Present:** Tim Boehme, Ken Boning, Jim Bringer, Joe Candela, Chris DeGeare, Lisa Ebert, Rebecca Ellison, Stephanie Grubb, Kathy Johnson, Bill Kaune, Terry Kite, Laura McCloskey, Bridget Webb.

**Guests:**

**Members Absent:** Joel Vanderheyden

<b>EXPECTED OUTCOMES OF MEETING:</b>			
<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Item/ Person(s) Responsible (If applicable)</b>	<b>Timeline/ Deadline</b>
<b>Call to Order</b>	Meeting was called to order at 2:01 p.m. by Ken Boning.		
<b>Approval of Minutes</b>	Motion to approve the minutes with revisions of October 9, 2020, made by Bill Kaune, second by Tim Boehme. Motion carried.		
<b>Guest:</b>	None.		
<b>Chris DeGeare, Administrative Liaison</b>	<ol style="list-style-type: none"> <li>1. Covid-19 increased in Jefferson County after Halloween but not at the College. Although Missouri governor reduced K-12 guidelines, Jefferson County Health Department continues to follow CDC guidelines. We may see changes after Thanksgiving. Remain vigilant. College has supplies.</li> <li>2. Academic Planning Task Force has created an outline of goals. They will meet on Monday.</li> <li>3. Dates for BAT FAT upcoming. Negotiation items due in early December.</li> <li>4. In November 2019 it was established that signing off on student withdrawals can be done by faculty or an advisor, but some faculty were unaware. What process can better disseminate this type of info?</li> <li>5. Two personnel updates: ENG faculty Ashley Rudolph and Director of Law Enforcement Academy Paul Ferber. Will go before the Board in December.</li> </ol>		

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<b>Rebecca Ellison, JCNEA Representative</b>	Negotiation Team assembled (Rebecca Ellison, Vivian Aubuchon, Rob Rodden, and Brad Berry). They will keep us updated.		
<b>Laura McCloskey, Classified Staff Liaison</b>	Nothing to report.		
<b>Terry Kite, Certified Staff Liaison</b>	The Viking Vault will be moved from Certified Staff to a subcommittee of Student Learning and Support.		
<b>Bridget Webb, Curriculum Committee</b>	<ol style="list-style-type: none"> <li>1. Last month, two new courses were approved (PHL 110 Old Testament and PHL 111 New Testament), valuable as transfer courses to MoBap. One year moratorium on new MOTR approvals due to budget.</li> <li>2. This month, OTA deactivated and modified courses.</li> <li>3. They will be seeking feedback on new name for official course syllabi in order to differentiate from instructor-designed course syllabi. Possibilities include Institutional Course Guide or Official Course Guide. There is no standard or suggestion term throughout the state.</li> <li>4. Academic Calendar Subcommittee is working on AY25-26 calendar. AY24-25 stimulated questions about start date and length of semesters. We are in compliance on both. No changes of 166 days, which was established in 1998.</li> </ol>		
<b>Kathy Johnson, Council of Institutional Committee Chairs</b>	<ol style="list-style-type: none"> <li>1. There were budget requests from some committees as monies were reallocated due to Covid.</li> <li>2. Continued discussion on shared governance, updated flow charts, and the formation of a chair of CICC.</li> </ol>		
<b>Ken Boning, President's Extended Cabinet</b>	<p>On October 14, they discussed the definition of shared governance, the movement of programs from JCI to JCA, multi-factor authentication, and the privatization of Viking Woods management.</p> <p>Next meeting will be November 18.</p>		
<b>Old Business</b>	<p>Faculty Senate Constitution Revisions:</p> <ol style="list-style-type: none"> <li>1. Clarification of the difference between "Constitution" vs. "Bylaws."</li> <li>2. Constitution suggests permanent statements, nonspecific details, and foundational ideas.</li> </ol>		

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	3. Bylaws are more changeable details, ie. # of reps. 4. Constitution needs a statement of flow to JCNEA (which more closely deals with salary, benefits, and terms/conditions of employment).		
<b>New Business</b>	None		
<b>Miscellaneous</b>	None		
<b>Adjournment</b>	Motion to have adjourn made by Lisa Ebert; second made by Bridgett Webb. Meeting adjourned at 2:55 p.m.		

Respectfully submitted,  
 Lisa Ebert  
 Secretary, Faculty Senate Executive Council