**Executive Council Meeting Agenda**

**February 13, 2025** **| 3:00 pm – 4:00 pm |G2**

***Purpose Statement:*** *Executive Council will meet and create a supportive environment in which to exchange information, solve problems, coordinate efforts, and create improvements that will benefit the college.*

**Members:**

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| Dr. Stephanie Erdmann, CEO/Dean | Ms. Carmen Roberts, Executive Director of Operations |
| Dr. Leanne Frost, Executive Director of Instruction and Student Success | Mr. Troy Stoddard, Executive Director of Student Services |
| Ms. Quincie Jones, Executive Director of Career and Technical Education | Mr. Scott Thompson, Executive Director of Community Relations |
| Dr. Eleazar Ortega, Director, Institutional Research and Effectiveness | Ms. Kristi Voboril, Senior Executive Assistant |
| Guest(s):  |  |

**Agenda**

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| **Time** | **Topic** | **Responsible** | **Outcome** |
| 5 min | EC minutes from 1.9.25 | Dr. Erdmann  | Review and approve |
| 5 min | Call for Additional Agenda Items | Dr. Erdmann |  |
| 10 min | Policies:201.1 Copyrighted Materials310.1 High School Dual Enrollment311.1 Academic Forgiveness/Fresh Start405.5 Processing Thread Reports | Ms. Roberts | Review and approve |
| 10 min | College Council Planning  | Dr. Erdmann | Discussion |
| 20 min | Executive Council progress update in Weave | Dr. Erdmann/Dr. Ortega | Update |
| 5 min | Position renewal x2 | Dr. Erdmann | Approval |
| 15 min | New Position Description Template | Ms. Roberts | Review and approve new position description templates |
| 5 min | Administrative Unit Review update | Dr. Ortega | Informational |
| 10 min | Mid Cycle Report final draft | Dr. Ortega | Approval |
| 5 min | Modality Definitions | Dr. Frost | Approval |
| 5 min | Eliminating Overdue Library Fines | Dr. Frost | Informational |
| 10 min | Position Refill Request – Accessibility & Academic Success | Dr. Frost | Approval |
| 5 min | A&P Support Person Perkins Request | Dr. Frost | Approval |