**Executive Council Meeting Agenda**

**March 6, 2025** **| 3:00 pm – 4:30 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 2.27.25 | Dr. Erdmann  | Review and approve |
| 5 min | Call for Additional Agenda Items | Dr. Erdmann |  |
| 10 min | Policies:902.1902.4902.5 | Ms. Roberts | Review and approve |
| 10 min | College Council Planning  | Dr. Erdmann | Discussion |
| 20 min | Mindful Communication | Dr. Ortega | Discussion |
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| **Topic**   | **Discussion**   | **Action**   |
| Approval of EC minutes   | Minutes were approved as written.  Posted minutes can be found here   | 1st Dr. Ortega2nd Dr. FrostApproved |
| Call for Additional Agenda Items | River Otter uniformNWCCU Visit |  |
| Policies: | Dr. Frost reviewed the following policies:902.1902.4902.5 | 1st Ms. Jones2nd Mr. ThompsonApproved to move to College Council |
| College Council Planning  | Executive Council reviewed the March and April College Council agendas and made adjustments as necessary.  |  |
| NWCCU Visit | Executive Council reviewed the draft schedule for NWCCU. |  |
| Mindful Communications | Dr. Ortega led a discussion on how Executive Council can help campus be more mindful in their communications and be more respectful in meetings and social interactions.  | Executive Council will work toward implementing guidelines and skills for committee chairs to use during their meetings. Ms. Selena Coburn will be asked to attend the next meeting to share her best practices. |
| River Otter uniform | Mr. Thompson discussed a proposal from the Voyagers manager for apparel worn by players during the regular season games.  |  |
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