Executive Council Meeting Agenda

October 29, 2026 | 3:00 pm - 5:00 pm | 1408

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

- Dr. Frost, CEO/Dean
- Ms. Quincie Jones, Executive Director of Career and Technical Education
- Ms. Carmen Roberts, Executive Director of Finance & Administration
- Mr. Troy Stoddard, Executive Director of Student Services
- Mr. Philip Carr, Executive Director of Technology and Operations
- Mr. Scott Thompson, Executive Director of Community Relations
- Dr. Eleazar Ortega, Director, Institutional Research and Effectiveness
- Dr. Elfriede Neber, Interim Executive Director of Instruction
- Ms. Kristi Voboril, Senior Executive Assistant

Guests

- Guest(s):

Agenda

Time	Topic	Responsible	Outcome
5 min	EC minutes from 10.16.26 Executive Council Meeting_10.16.26.docx	Dr. Frost	Review and approve
5 min	Call for Additional Agenda Items	Dr. Frost	Review and approve
10 min	College Council Planning	Dr. Frost	Discussion
10 min	Suggestion Box: Staff Sugg – Student Sugg –	Dr. Frost	Discussion
10 min	Policies:	Ms. Roberts	Review and approve
5 min	Approval to Hire—Cashier II	Ms. Roberts	Make a determination on new position in the bookstore
15 min	CCRC Discretionary Waiver	Ms. Roberts	Decide if we want to request an exemption from OCHE mandate on resident tuition waivers
1 min	NWCCU additional location site visit	Dr., Ortega	Informational
5 min	OCHE Metrics Academy Update	Dr. Ortega	Informational
	Tabletop	Mr. Carr	

Topic	Discussion	Action
EC minutes from 10.06.26	Minutes were approved as written. Posted minutes can be found here	Motion Mr. Carr Second Dr. Ortega Abstentions Ms. Roberts Approved
Call for Additional Agenda Items	Marketing update	
College Council Planning	Executive Council reviewed the November College Council agenda and adjusted as necessary.	
Suggestion Box: Staff Sugg – Student Sugg –	No items to discuss	
Policies:	Minor Children on Campus policy was reviewed. Ms. Roberts asked Executive Council to review and provide feedback before November College Council.	
Approval to Hire—Cashier II		Tabled until November 12th
CCRC Discretionary Waiver	Ms. Roberts and Executive Council evaluated whether to request an exemption allowing the CCRC tuition waiver to continue after the commissioner's directive. Executive Council members will compile information on the CCRC usage and discuss again at the November 12th meeting.	Add to November 12th agenda
NWCCU additional location site visit	Dr. Ortega reported that the Northwest peer evaluation of the dental hygiene program at the Swingle Building went well, with only one factual correction needed in the draft report.	
OCHE Metrics Academy Update	Ms. Jones proposed using a student-panel prototype in spring to assess awareness and perceived value of the Early Learning Center and occasional care, with Executive Council supporting a structured plan for gathering feedback and acting on results.	
Marketing Update	Mr. Thompson along with Lane McAlpine proposed selling foam river otters and racing them in heats on the Roe River as a fundraiser. The team has tested that the otters float, plans to use large nets or other capture methods to prevent litter, and is considering selling approximately 1,000 otters at a price still to be determined. The college would partner with FWP for the Roe River River Otter Race. FWP responded positively and suggested partnering on other events.	

Topic	Discussion	Action
	Mr. Thompson also gave an update on Ms. Ginny Pierce returning to campus, working half days on Wednesdays and transitioning to two days per week on the campus afterward.	
Tabletop	Mr. Carr led Executive Council through a scenario to problem solve and execute crisis management techniques related to a fictional external hazardous incident. The monthly tabletop emergency training exercises have been very beneficial in preparing the crisis management team to respond to emergencies.	

Executive Council Meeting Commitments

In the Executive Council meetings, I will:

- Be real.

- Be supportive.
- Be open-minded.
- Be mindful.
- Be curious, not judgmental.
- Speak when it is my turn.
- Use the parking lot.
- Laugh with, not at, someone.
- Use the pause button when necessary.
- Immediately address a situation and not let my thoughts or feelings fester.
- Work out any problems with the individual involved.
- Support my council members.