

## Executive Council Minutes January 28, 2015

### **Present:**

Dr. McMillen  
Dr. Smarr  
Carla Fanning  
Steve Davis  
Giles Brown  
Gary Paikowski  
Dr. Tony Stanzo  
Dr. Teel  
Dr. Organ

### Visitors:

Andy MacPherson  
Mo Carrasco  
Lorenzo Saavedra  
Donna King  
Amanda Howell

1. **CRASE Overview:** Mo Carrasco and Andy MacPherson presented an overview of CRASE (please see handout). Topics included Civilian Response to an active shooter situation. For CRASE, the sequence of thought is A.D.D. (Avoid, Deny and Defend). Mr. Giles Brown and Chief MacPherson are recommending that the College adopt the A.D.D. philosophy. The Council agreed to move forward with the A.D.D. (CRASE Program).
2. **Review of Safety Manual:** Mr. Giles Brown provided a copy of the new Grayson College campus Safety Procedures. With the utilization of ADD, this will need to be revised, but this document captures what he and Chief MacPherson recommends. Please review for needed edits with terminology. Send edits to Mr. Brown or Chief MacPherson, and they will take those into consideration. Chief MacPherson also noted that Lori Lefevers worked diligently and hard on updating. Mr. Brown noted that the Emergency Management Committee and Executive Council should be trained (100-HE , 200, 700, and 800). There is an audit scheduled for April 2015. Training is provided through F.E.M.A. Please have training completed and certificates sent to Chief MacPherson by the end of Spring Break. Chief MacPherson will email the links to the training.
3. **Default Management and Verification:** Donna King updated the College's contract with SOCLE. Amanda Howell presented ECMC and Inceptia. Ms King provided handouts to the Executive Council.
4. Review of Substitute Pay: Move to next EC Agenda

5. **Procedures for Centralizing Contracts:** Mr. Giles Brown reported that GC is committed to having a central contracts repository. Concentrated areas will be 1: Giles Brown Area; 2: Gary Paikowski, 3. Regina Organ, and 4. Jeremy McMillen.
6. **Update 30 to Community College Policy Reference Manual :** Dr.McMillen reported that TASB provided the Update 30 for our Policy Reference Manual. Vice Presidents, please review your areas and report by EC meeting on Wednesday, February 25th. These updates will be on the Trustee Board Agenda in March or April.

Next Meeting is scheduled for Wednesday,