

To: Giles Brown  
Dr. Regina Organ  
Dr. Dava Washburn

Gary Paikowski  
Randy Truxal  
Dr. Debbie Smarr

Dr. Brad Weart  
Amy Evans  
Dr. Jeremy McMillen

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## EXECUTIVE COUNCIL MEETING

Board Room 100D

9am July 19, 2017

### Meeting Minutes

Dr. Jeremy McMillen  
Dr. Regina Organ  
Dr. Dava Washburn  
Mr. Giles Brown  
Mr. Gary Paikowski  
Mr. Randy Truxal- *Absent*  
Dr. Chase Machen  
Dr. Kim Williams

Dr. Debbie Smarr  
Mrs. Joanna Barnes  
Mr. Steve Davis  
Mr. Leon Deutsch  
Mrs. Djuna Forrester  
Mrs. Amy Evans  
Virginia Thompson  
Dr. Molly Harris

The minutes from the May 10, 2017 meeting were approved.

#### **New Business:**

1. New hires will not be announced prior to start date. There needs to be a way for an employee to acknowledge his/her acceptance of the position.
2. The succession annex was approved with the following changes: replace Keri Harvey with Wade Graves; update Faculty Association Officers; replace Andrew MacPherson with Mike Flippo.

#### **Informational Items:**

The following Informational Items were reviewed during the meeting. Additional notes are included for topics that were discussed.

1. Safety Manual- Danny Cazzelle expressed the need to share the Safety Manual with the campus community. Workshops/classes can be presented each semester, and the manual is posted under Employee Resources and on the GCPD webpage. It will be added to the New Employee Packet as well. Danny stressed that it is the responsibility of each employee to report safety issues through work orders.
  - a. Athletics needs better access to a defibrillator. Danny Cazzelle will follow up with Mike McBrayer to determine if there is a requirement for coaches to have access to the AEDs.

#### **Interim Votes**

1. Math Faculty- Approved 5.1.17
2. English Faculty- Approved 5.3.17
3. Speech Faculty- Approved 5.3.17

4. Fine Arts & Humanities Pathway Chair- Approved 5.3.17
5. Inceptia Purchase- Approved 5.8.17
6. Financial Aid Specialist- Approved 5.17.17
7. Academic Standing Policy- Approved 5.26.17
8. Director of AEL- Approved 6.21.17
9. Director of Administrative Computing- Approved 7.7.17
10. Distribution of Student Success Funds- Approved 7.7.17
11. Financial Aid Advisor I- Approved 7.16.17
12. Revisions to DBE(LOCAL)- Approved 7.17.17
13. Revisions to DEC(LOCAL)- Approved 7.17.17
14. Revisions to DH(LOCAL)- Approved 7.17.17
15. Revisions to DC(LOCAL)- Approved 7.17.17
16. Contract Training Coordinator- Approved 7.18.17
17. CWL Enrollment Specialist- Approved 7.18.17

*Other Items:*

1. Budget development continues to come along. Moving piece is the position analysis and what adjustments might come from that study. Appears a 1.5% raise plus a step may be available across the board.
2. The Advising Task Force submitted recommendations to Dr. McMillen. There has been a request to allow additional time to review early alert systems. A request has been made to hire a receptionist and a transfer counselor for the area. A task force has been requested to study/revise College 101/Orientation. Additional conversations need to be had regarding Learning Frameworks. Barbara Malone expressed appreciation for Nancy Luthe who kept the research from the meetings organized.