

College Council Minutes

Organizational Meeting June 4, 3:00 PM

Present:

Chair: Chad Miltenberger

David Johnson	Erika Bockmann
Rhonda Miller	Marley Olson
Lauran Schaefer	Ricardo Chavez
Christy Doyle	Vince Ruzicka
Karlee Pruitt	
Angela Evensen	

- I. Welcome by Chad Miltenberger. Chad asked if everyone had reviewed the draft minutes from the College Council meeting of May 21, 2025, and if there were any changes needed. With no changes requested, a Motion was made by Rhonda Miller, Seconded by Erika Bockmann, and approved by quorum to accept minutes as written.
- II. Chad raised the topic of posting the College Council Handbook on the website, noting that multiple individuals had inquired about its availability. The primary hesitation has been related to the inclusion of the "Curriculum Council," as there has been prior discussion about whether this body should be called a council or a committee. After speaking with Dante and doing some research, it was confirmed that the group still prefers to be listed as a council.

Chad proposed crafting a caveat or asterisk to accompany the Handbook, explaining the unique status of the Curriculum Council—specifically, that it was established before the current procedural framework and is thus effectively “grandfathered” in. Discussion followed and Chad will move forward with creating a caveat within the Handbook regarding Curriculum Council and will proceed with the posting preparation of the Handbook.
- III. David announced that the Innovation Fund Selection Committee met recently. The committee consists of five primary members and two alternates:

Committee Members:

- David Johnson
- Rhonda Miller
- Ricardo Chavez
- Erika Bockmann
- Elizabeth Guerra

Alternates (Who will step in as needed—either due to scheduling conflicts or potential conflicts of interest):

- Lisa Chamberlain
- Alan Sutton

This was the committee's first meeting, focused on familiarizing members with the Innovation Grant process, documents, and roles, as well as beginning logistical planning for the upcoming application cycle.

The first task for the committee will be to thoroughly review the finalized documents that were previously submitted to ELT and approved. The goal is to ensure all committee members are fully knowledgeable and prepared to answer questions from the broader college community.

Next steps will include: Continue internal document review over the summer, finalize and announce the application launch date. Set-up a standing fall meeting schedule for the Innovation Fund Selection Committee and follow up with College Council regarding website placement of the Innovation Grant information.

- IV. Text messaging feed-back from the draft policy and procedures were discussed as College Council members had spoke with their constituents. There was a discussion that followed and the feedback will be provided to Lisa for review.
- V. Officer succession planning. Chad announced the resignation of Sarah Egbert, effective immediately. While unexpected, the timing aligns with the scheduled leadership transition discussions already planned.

Current Officer Status:

- Chair (Chad Miltenberger): Term concludes at the June 18th meeting.
- Vice Chair: Position currently vacant due to Sarah Egbert's resignation.
- Past Chair: Will be Chad following the June 18th meeting.

College Council needs to elect two officers simultaneously to preserve continuity:

- One to serve as Chair starting July 1
- One to serve as Vice Chair, beginning July 1

College Council will submit nominations via email to Angela. Self-nominations and nominations of others are both welcome. Angela will compile the nominations and share a list of candidates at the next meeting, June 18th for voting.

VI. Report Out:

Christy Doyle reported the council spent a significant portion of the meeting discussing the Program Review process—exploring expectations, procedural clarity, and steps moving forward. There was an in-depth conversation around the CORE process, specifically:

- The rotation model for faculty participation.
- Timeline considerations for implementation and review cycles.
- Ensuring sustainable involvement across disciplines.
- Summer Planning: Brief discussion on summer scheduling and planning, including how these processes will continue or pause over the break.

Erika Bockmann mentioned that Data Council is exploring an idea to offer monthly technology workshops to help staff and faculty work more efficiently using tools we already have access to.

The concept:

- Each month, a member of the Data Council would lead a brief training or showcase focused on a specific tool or feature.
- Topics might include tools in Microsoft 365, Teams, Excel (e.g., Pivot Tables), or other platforms commonly used across the college.
- The workshops would be short, practical, and geared toward real workflows.

Over the summer, the Data Council will identify key technologies to highlight, develop a basic curriculum and plan and schedule the first sessions for the upcoming academic year.

Your input is welcome as Data Council want these sessions to be useful and relevant to you. Please share, what tools or features you'd like to learn more about. Any ongoing pain points or inefficiencies you've encountered with current platforms.

Send your suggestions directly to Erika (or to any Data Council member), or share them through your council representative.

VII. Good of the Council:

Classified Council wanted to extend a big thank you to everyone who attended the Dave Mitchell Seminars, hosted by Classified Council. Dave thoroughly enjoyed his time on campus—connecting with attendees and sharing practical tools during the three engaging sessions.

For those who were unable to attend—or who would like to revisit portions of the seminars, all sessions were recorded, and Dave is providing additional materials to supplement the recordings. An email will be sent out in the coming weeks with access information for these resources.

Chad Miltenberger mentioned there is ongoing discussion regarding Alan Sutton's role on College Council—specifically, whether he is serving as a representative of his constituent group or as an administrative representative from ELT.

This conversation originally surfaced prior to Marco's hiring. The vacancy on the Council occurred when the Vice President of Human Resources position became unfilled.

Now that Marco is in place, the President and Council leadership (Chad) are reviewing how this affects Council composition. If it is determined that Alan is representing ELT, he would shift to a non-voting, ex officio administrative role. This would require Alan's original constituent group to appoint a new voting representative to College Council.

Conversations are actively taking place with the President and Chad to determine how this should be resolved and hopefully Chad M. will have an update at the next College Council meeting.

Vince Ruzicka gave an update on student engagement and year-end activities planned. They are planning a stress-free week with some light, fun activities including:

- Giveaways
- Cap decorating
- Collaboration with the Bistro on campus
- A drink giveaway, thanks to a visiting vendor

They will be hosting the final Family Bingo Night this evening and the following week they are heading to the Milton-Freewater Drive-In for a free movie night for students and staff. It's a fun and relaxing way to close out the academic year.

Next meeting is June 18, 2025, at 3:00 PM

Meeting Adjourned at 4:04 PM