

Committee

MEETING MINUTES

Date: Friday, September 17, 2021

Time: 10:45 am

Place: Administration Board Room

I. Call to order – 10:45 am by Mike Roberts, Chair

II. Roll Call

- 1) **The following committee members were present** – Mike Roberts, Chair, Tim Kirk, Bill Fowler, Heath Waldrop, James Virden, Sarah Johnson, Lauri Wilson, Susanne Wache, Heather McGarity, TC Brasher, and Ann Southall, recorder.
- 2) **The following committee members were excused:** None
- 3) **The following committee members were absent:** Barry Bagwell
- 4) **The following guests attended the meeting** – Mary Kate Sumner

III. Approval of minutes–

- 1) March 12, 2021 – Motion to approve by Bill Fowler - Motion passes

IV. Old Business – None

V. New Business –

- 1) Review of membership of Administrative Council and Committees reporting to it.
 - a. Mary Kate Sumner discussed the nominating committee is reviewing team members of each Council and Committees and more information to come after final approvals.
 - b. Chair Roberts read overall procedures tasked to the Administrative Council, as officially stated. There were no questions or changes discussed or recommended
 - c. General information was shared by Mary Kate about overall shared governance procedures.
 - d. Bill Fowler addressed a consideration be given for more participation by VPFA division on planning council.
- 2) Nomination of Officers for 2021-2022
 - a. Without all new chairs from Committees in attendance or appointed, it was agreed to wait until October to make selection for Vice Chair position.
 - b. Ann Southall agreed to continue as Recorder

VI. Actions –

- 1) **Facilities, Energy and Safety – Susanne Wache, Chair** – No report, pending committee assignments by nominating committee and assignment of building coordinators.
- 2) **Human Resources – Sarah Johnson, Chair** – No report as committee has not met.
- 3) **Institutional Technology Advisory – Barry Bagwell, Chair** – Not in attendance
- 4) **Professional Development – Lauri Wilson, Acting Chair** – No report, committee has not met to elect new officers

VII. Discussions –

- 1) **Facilities, Energy and Safety – Susanne Wache, Chair** – No report
- 2) **Human Resources – Sarah Johnson, Chair** – No report
- 3) **Institutional Technology Advisory – Barry Bagwell, Chair** – Not in attendance
- 4) **Professional Development – Lauri Wilson, Acting Chair** – No report

VIII. Announcements –

- 1) **Facilities, Energy and Safety –Susanne Wache, Chair** – No report
- 2) **Human Resources – Sarah Johnson, Chair** – No report
- 3) **Institutional Technology Advisory – Barry Bagwell, Chair** – No report
- 4) **Professional Development – Lauri Wilson, Acting Chair** – No report

IX. General Announcements –

- a. Reminder that HR will be hosting benefit fair on Nov 2 and open enrollment will be Nov 1-30.
- b. Brief overall discussion about sending meeting notices to all employees to welcome guests attend as they might have interest.
- c. Will move this Council back to Microsoft TEAMS to encourage more attendance and provide efficiencies.

X. Adjournment – Adjourned at 11:15 am

Minutes submitted by: Ann Southall, Recorder