



Executive Committee  
November 10, 2010  
324 Outreach Building, University  
1:30p.m.  
Minutes

Attended: Ann Williams, Leslie Laing, Anna Griswold, Keith Hillkirk, Judy Wills (Recorder)

Unable to attend: Lori Bechtel-Wherry, Martha Jordan, Jane Owens

1. Ann Williams called meeting to order
2. Minutes from October 13, 2010 were corrected for February agenda item and approved as amended by voice vote.
3. Discussion items from Commission meeting
  - a. Formatting for reports on the Faculty Senate recommendations was discussed.
  - b. The reports should be sent to Ann Williams and Martha Jordan, copying Judy Wills by November 22.
4. Previous items:
  - a. Faculty Survey update—Martha Jordan will be meeting with Trish Evanistky from Diagnostics Plus when Jordan returns from conference travel.
    - i. The group questioned whether the survey was still open and if so what the intending timeframe was for closing the pilot.
    - ii. The group questioned whether the pilot locations will be included in the full-scale survey once conducted. Martha Jordan will be asked to give an update when available.
  - b. Agenda topics for future meetings

- i. December 8, 2010--Dr. Weidemann is able to attend to hear committee reports on the Faculty Senate Recommendations.
- ii. February 9, 2011—Anna Griswold will give an update on Financial Aid. Martha Jordan will invite Michelle Kline to talk about PLA.
- iii. March 16, 2011—Anna Griswold will talk about work of the Commission for Women, LGBTA, and CORED. Griswold will attend a Joint Commissions meeting prior to the Commission meeting.
- iv. April 13, 2011—Sponsors Drs. Jones, Pangborn, Hanes and Damon Sims have been invited to attend. Jones, Pangborn, and Sims are able to attend. Hanes' availability to attend is pending. Rachel Stover will be invited to give an Enrollments update and share the Adult Learner snapshot. Jennie Ishler from Outreach Marketing will share adult learner data report.

5. Committee reports for Faculty Senate recommendations

- a. When reports are received from chairs, Ann Williams will draft a letter to Craig Weidemann and attach the reports.
- b. Judy Wills will ask Martha about suggested formatting for the reports.

6. New Items

- a. eSubstitution—
  - i. Anna Griswold questioned what year Shelie Waite spoke at the Commission for Adult Learners about electronic course substitution. Judy Wills will check into.
  - ii. The group discussed whether it would be easier to implement at campuses first, then roll-out to University Park.
- b. Anna Griswold agreed to send worksheets for student aid to Ann Williams and Leslie Laing include in planners distributed to students.

7. The meeting adjourned at 1:45 p.m.