**Executive Council Meeting Agenda**

**February 27, 2025** **| 3:00 pm – 4:30 pm |G2**

***Purpose Statement:*** *Executive Council will meet and create a supportive environment in which to exchange information, solve problems, coordinate efforts, and create improvements that will benefit the college.*

**Members:**

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| Dr. Stephanie Erdmann, CEO/Dean | Ms. Carmen Roberts, Executive Director of Operations |
| Dr. Leanne Frost, Executive Director of Instruction and Student Success | Mr. Troy Stoddard, Executive Director of Student Services |
| Ms. Quincie Jones, Executive Director of Career and Technical Education | Mr. Scott Thompson, Executive Director of Community Relations |
| Dr. Eleazar Ortega, Director, Institutional Research and Effectiveness | Ms. Kristi Voboril, Senior Executive Assistant |
| Guest(s): |  |

**Agenda**

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| **Time** | **Topic** | **Responsible** | **Outcome** |
| 5 min | EC minutes from 2.13.25 | Dr. Erdmann | Review and approve |
| 5 min | Call for Additional Agenda Items | Dr. Erdmann |  |
| 10 min | Policies: | Ms. Roberts | Review and approve |
| 10 min | College Council Planning | Dr. Erdmann | Discussion |
| 5 min | 2025 WOW Date | Dr. Erdmann | Approval |
| 10 min | Perkins Position Requests | Mr. Stoddard | Approval |
| 15 min | New position description template | Ms. Roberts | Approval |
| 5 min | New Name for NAEC: Native Indigenous Cultural Center | Ms. Roberts | Approve new name for NAEC |
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| **Topic** | **Discussion** | **Action** |
| Approval of EC minutes | Minutes were approved as written.  Posted minutes can be found here | 1st Dr. Ortega  2nd Mr. Stoddard  Approved |
| Call for Additional Agenda Items | No additional items |  |
| Policies: | No policies |  |
| College Council Planning | Executive Council reviewed the College Council agenda and adjusted as necessary. We also discussed voting members on College Council and the topic will be discussed at a later meeting. |  |
| 2025 WOW Date | Dr. Erdmann brought the proposed WOW date of Tuesday, September 23, 2025, with set up on Monday, September 22, 2025. | Approved |
| Perkins Position Requests | Mr. Stoddard brought a Perkins position request renewal to Executive Council for approval. Dr. Frost will be submitting one for the Substance Abuse program. | Approved |
| New position description template | Ms. Roberts reviewed the New Position Description template that will be implemented with yearly reviews. Ms. Roberts will be available to supervisors for trainings or questions. |  |
| New Name for NAEC: Native Indigenous Cultural Center | Ms. Roberts unveiled a proposed new name for the Native American Enrichment Center to Native Indigenous Cultural Center. Executive Council has recommended that an & be added to make it Native & Indigenous Cultural Center. | Mr. Stoddard will take the suggestion back and let Ms. Roberts know of the decision. |
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