



CENTRAL CHRISTIAN COLLEGE OF KANSAS

COLLEGE COUNCIL – MINUTES

Wednesday, May 11, 2022 @ 1:06 p.m., RBC-AC-20

Present: Lenny Favara, Katy Potter, Matthew Malone, Doug Vanderhoof, LeAnn Moore, Enrique Barreiro, Jacob Kaufman, David Ferrell,

Absent: Cathy Brown, Natalie Vines, Kyle Moody and Hannah Litwiller

I. Call to Order

A. The Chair called the meeting to order at 1:06pm.

II. Approve Minutes.

The Chair asked for any corrections or modifications to the April 27, 2022. Hearing no objections, the Chair asked for a motion to approve the minutes. Katy Potter made the motion to accept the minutes. Motion was seconded. The motion was approved through unanimous consent.

III. President's Report

The President reflected on the last few days, which included Board, Commencement, and the Reception. Some feedback was shared about Commencement, which were noted by the CAO for future consideration. Of particular note was a desire of the Council Members to see more members of the student experience a part of the Commencement exercises. Members of the council shared their ideas.

IV. Old Business/Action Items

A. Refund Policy Recommendation [Business Affairs Committee] – Pending BAC review.

B. SIS Recommendation [SIS Review Committee] – Pending

C. ERISA Compliance Verification – [Business Affairs] – Pending on Auditors

D. Earned Income Credit [Business Affairs – Benefits Committee]

E. Policies & Procedures Manual

1. PTO Policy – [Employee Benefits] – Recommendation from CFO and Employee Benefits Committee to table this policy and revisit for the 2023-2024 school year.

2. GA Policy – [Business Affairs] – Pending

3. MLK Day vs. President's Day Off

a) The Council briefly reviewed the recommendation from Employee Benefits to keep MLK day as a paid day off, and perhaps consider Presidents Day as an additional day off. The President will provide a response to this recommendation, though not much needs to happen because the current calendar already recognizes MLK as a day off. The President did express his interest in responding to the student concern that the day off is consumed by other compulsory activities, while the faculty and staff benefit from a day of remembrance. This seems counter-intuitive (and counter-productive) from the entire intent of MLK. The Council

was harmonious in its desire to protect the integrity of the day.

V. New Business

A. Governance Manual

1. The President reviewed the comments from the first reader and how they were incorporated into the current Draft. Dr. Barreiro updated the Council that the Faculty Senate Reader requested additional time, so the Reader will be unable to provide feedback before the Faculty adjourn for the summer.
2. The President sought the will of the Council related to the status of the Governance Manual. He reminded members that the current governance structure was pulled from an older draft of the Governance Manual, and incorporated into the Policy & Procedures Manual. While the desire of the President is to seek ratification of the Governance Manual through a process that would allow each constituency body affirm or deny its adoption, we also are operating in a quasi-state of flux in which there is no *real* agreed upon structure.
 - a) Following some discussion, the Council, through unanimous consent, chose to adopt the current Governance Manual (Draft XII) as the Council endorsed governance structure for the College, recognizing that additional modifications may be forthcoming following comment from the Faculty Senate Reader and further discussion within the College Community. This adoption allows the governance language in the Policy & Procedures Manual to be removed, recognizing the Governance Manual as the primary *source document*.

B. Endorse Faculty Handbook

1. Dr. Barreiro provided the Council with some updates that were included in the Faculty Manual.
 - a) A question was raised concerning the required use of a review. The question sought to gain clarity on why the assessment of writing would include input from an outside source, rather than relying on students to recognize issues. Does this process skew measures of student achievement because it is measuring the efficacy of Grammarly, not student writing? Discussion followed.
 - b) Dr. Barreiro did represent a request from the faculty to clarify an aspect of the Social Media policy addressing the process (persons) through which concerns are to be engaged.
 - (1) The Chair asked Mrs. Potter to investigate.
2. Since the manual attached to the agenda did not include these updates the Council tabled any action, requesting that an updated manual be provided (highlighting modifications).

C. TOEFL Modifications

1. Dr. Kaufman presented the approved modifications to required TOEFL scores, which were approved by the Faculty. The Chair reminded the Council that this modification falls within the 10+1 parameters and only requires the Council to affirm or pass on with comments. Some discussion followed. Through unanimous consent, the Council affirmed the modifications.

VI. Constituent Reports

Constituent Reports provide an opportunity for principal liaisons to provide succinct updates that may be of importance to the collective interests of the College community. Specific matters may be discussed or tabled to ensure that there is opportunity for inclusive and transparent dialog designed to enhance the mission, vision, and core values of the institution.

A. Academic Affairs

1. The CAO briefed the Council about the ongoing discussion concerning transfer GPA's. While there has been ample discussion within the faculty, no specific decision has yet emerged. Academics will continue to review.

B. Faculty Senate

1. Nothing specific to report, as the business of the Council already addressed all pertinent business. The Faculty will be working through the remainder of this term with a focus on assessment.

C. Foundation

1. Updated the Council on topics related to CCK Holdings.
2. The Executive Director appealed to the Council to remind folks about HOF and the need for assistance, as well as the need to maintain areas as guest will be on campus through May 21.

D. Institutional Research

1. As the semester closes, much focus is on helping departments' process end of year assessment reports. Other than that there are a number of open projects including Staff Satisfaction, Pay Equity, etc.

VII. Integrated Planning Matrix

- A. No Review

VIII. Oversight Responsibility

1. Will look to review Strat Plan this summer.

IX. Adjournment at 2:21pm