

Executive Committee Meeting Minutes
January 15, 2021
9:00-11:00
Microsoft Teams

Present: Lorraine Dubuisson (Chair), Steven Wallace, Troy Sullivan, Stephan Steckowski, Amanda Chase, Javan Frazier, Julie Lester, Duane Day, Monica Miller, Stephanie Tolliver-Epps, Chris Hornung, Kara Svonavec, William Gary Cole, Sabrina Wengier.

Excused: Kempley Lingelbach

- 1) Call to Order 9 a.m.
- 2) Roll Call
- 3) Approval of the Minutes: Minutes from the 11-13 meeting were approved electronically on 11-18
- 4) Approval of the Agenda

Dr. Steven Wallace – First; Dr. Monica Miller – Second. Passed.

- 5) New Business
 - a. Elect Chair-Elect.

Dr. Wallace self-nominated and was elected unanimously.

b. Confirm numbers for your unit & Begin soliciting nominations for Rotation B (urS 2if1i Tw .B)-3 (eT4

B also needs to confirm numbers as they will conduct elections for Senate and Executive Committee. Rotation B representatives should start discussing Senate nominations and EC nominations with their respective units. Dr. Dubuisson added that the goal is to have all committees populated by the end of the spring semester (except for student positions and admin positions which can only be confirmed in the fall).

- 6) Old Business
 - a. Proposal from Subcommittee to Collect Data on COVID.

Dr. Dubuisson reminded the committee that this was our charge from Provost Matthews: to assess how COVID has impacted our shared governance processes in spring and fall 2020. The

First – Dr. Wengier; Second – Dawn Fuller. Approved unanimously.

Q: When do we send the questionnaire? A: Early February; Dr. Wallace will administer the questionnaire to the chairs of the various committees.

b. Process Guides and Best Practices Guides

Dr. Dubuisson explained that for the next meeting, she will have a proposal for chairs of committees to draft a “Process Guide and Best Practice Guide” for their committee to pass on to the Chair-Elect as a way to ease the transition.

7) Other

Q: As a member rotating off, can you assign yourself to another committee? A: Yes.

8) Adjourn. First – Dr. Sullivan. 9:20 a.m.