



Date: February 2, 2018
10:00 – 11:00am
Location: Boyle Boardroom

Attending	Absent	Guest
Forrest Towne, Chair		Sharla Andresen
President Shirley Metcalf		Courtney Whetstine
	Matt McCoy	
Sara Evans		
Tony Russell		
John Mundy		
Jenni Newby		
	Steve Huddleston	
Amy Harper		
Makenzie Hice		
Angel Ortiz		
Erica Waldbillig, Recorder		

Chair Forrest Towne called the meeting to order at 10:04am.

Old Business

A. Minutes from January 12, 2018 – Forrest Towne

Action: Minor corrections

No motion needed for Minutes to be approved, changed or apposed.

Minutes approved

A. Proposal to Establish a new Advisory Committee (2nd Reading) – Shared Governance Committee-SGWG

- Other committees have bigger and broader membership, for this reason Matt McCoy would vote no on this motion if he was present at the meeting
- Clarified the fourth position is an at large over all the groups not just faculty
- Kept small to be more productive, never felt that one group was under represented

Action:

Motion – Establish a Shared Governance Committee (2nd Reading) – Approved

Motion made by Tony Russell, seconded by Jenni Newby

Motion passed unanimously by all members present



B. Electronic Transcript Solution – Transcript Fee (2nd reading) – Courtney Whetstine

- \$900 per term savings to the College – in staff time estimate (approx.. 27.5 hours per term)
- Some of this time will be needed for troubleshooting, error reporting and transcript holds. Any extra staff time will be reallocated to enhanced high touch recruitment efforts
- Tony complimented the Degree Evaluators do a great job, especially with the difficult situations with some degrees and transcripts
- Transcript fee proposed is \$7, surcharge will recoup some of the lost revenue, about \$18,500 still short \$10,000 of revenue
- Benefit of faster turnaround time for transcripts, order over the public Website, and current servers are at end of life on both ends

Action:

Motion – NSC Electronic Transcript Solution – (2nd reading) – Courtney Whetstine

Motion made by Jenni Newby, seconded by Sara Evans

Motion passed unanimously by all members present

New Business

A.

Meeting adjourned 10:25 am.

NEXT MEETING: April 6, 2018, 10am BEC Boardroom