I. Welcome
President J.C. Last called the meeting to order at 1:30 PM.

II. Guest Speaker
Kristin Moser, Director of Institutional Research & Effectiveness and Scott Peters, Department Head & Professor, Political Science provided council with an update on the Higher Learning Commission Review.

III. Approve Minutes
Kristina Kofoot motioned to approve the previous meeting minutes as written, seconded by Brooke Croshier-Sidebotham

IV. Cabinet Report – Michael Hager
a) Senior Leadership received an update on the accreditation process. The University is up for our 10 year accreditation in March 2021.
b) Gwenne Berry provided update on racial equity detours, comments that divert a meaningful conversation about racial issues.

c) Enrollment forecasting model used for this past year was reviewed and preliminary conversations about the model for next year were stated.

d) Will continue to review COVID-19 data on regular basis.

e) Discussion about semester break will occur the week of October 12th, announcements to follow.

V. HRS Report – Michelle Byers

a. An Executive Order has been issued from the White House that goes into effect on 11/21/2020. Diversity, equity and inclusion training, including implicit bias training may have aspects considered not in compliance with the new order. Further interpretation is being sought, but the university is continuing all currently scheduled training in the meantime. More information will be forthcoming.

b. Following consultation with Board leadership and the Board Office Executive Director, the regent’s institutions will not be participating in the IRS optional payroll tax deferral program. It was determined that the deferral would create an undue burden on our employees since the deferred payroll taxes would need to be caught up in the first part of 2021.

VI. Committee Reports

a. Employee Issues – Kristina Kofoot: Looking into concerns between Faculty and Staff. Please contact Kristina Kofoot with any issues, and remember the EAP is available and encouraged during these stressful times.

b. Communications –Stephanie Rojas: The October Newsletter scheduled to come out the week of October 12th. Issue will include added flu shot clinics.

c. Employee Relations – Brooke Croshier-Sidebotham: Fall P&S Social, Coffee, Tea & Me will be held November 5th from 9:30-10:15 via zoom. Award winners will be announced at this time.

d. Salary and Benefits – Additional dates for Flu Shot Clinics have been added. Catastrophic Leave is based on salary to salary conversion not hour to hour.

e. Policies and Procedures – Farah Kashef: Policy 5.21 and 5.29 have been put on hiatus. Moving on to review and discuss policy 5.24.

VII. Old Business – None

VIII. New Business –

a) Paula VanZee has been appointed Co-Chair of Employee Issues Committee.

b) Will be meeting with HRS to discuss employee’s who’s hours have been reduced to 50% and what we can do to help these employees by looking for cross-over skills for hire.

IX. Adjournment – Motion to adjourn was made by Farah Kashef and seconded by Janel Newman. Meeting was adjourned at 2:45 PM.

Respectfully Submitted,