

## **JSCC Steering Committee**

**April 29, 2021**

**Zoom**

**3:00 p.m.**

**Members Present:** Randall Callahan, Dr. Mechel Camp, Jennifer Cherry, Erin Delle, Michele Gurley, Nancy Hickey, Jialing Li, Dr. Liz Mayo, Don Myers, Janet Reasons, Lisa Rojas, Will Shull, Patti Tanski-Mego, Amy Wake, and Amy West.

Dr. Pimentel introduced the group and reviewed the guideline for the steering committee.

He asked the group to elect a chair and exited the Zoom meeting to allow the committee to do so.

Randall Callahan volunteered to serve as chair. Amy West volunteered to serve as secretary/notetaker for the group.

The following items were discussed:

- Jennifer Cherry asked Melissa Lyles to send Amy West the list of standing committees and their membership.
- Amy West will compile an all employee list and will inventory the committees that each employee is currently serving on. Standing committees will be noted first, with “ad hoc” or “temporary” committees added if possible.
- The committee would like to survey employees to collect each employee’s rank ordered preference for standing committees prior to the start of the fall semester.

The items discussed will be completed and sent to the committee members prior to the next formal committee meeting.

The next meeting was scheduled for August 17, 2021 at 3:00 p.m. Randall indicated he would send the calendar invitation to all committee members.

The meeting adjourned at 3:38 p.m.