

JSCC Steering Committee

August 17, 2021

Zoom

3:00 p.m.

Members Present: Randall Callahan, Dr. Mechel Camp, Jennifer Cherry, Erin Delle, Anna Esquivel, Nancy Hickey, Don Myers, Linda Nickell, Janet Reasons, Lisa Rojas, Will Shull, Patti Tanski-Mego, Amy Wake, and Amy West.

Randall Callahan called the meeting to order.

Callahan provided an update to the committee:

- Melissa Lyles provided Amy West & Randy Callahan the list of standing committees and their membership from 2020-2021.
- Heather Freeman provided Amy West & Randy Callahan the list of ad-hoc committees and their membership.
- While the committee wanted to do an employee interest survey and populate standing committees using the employees' interests, this year is not ideal to make that happen.
- The committee discussed options for populating the standing committees and developed this timeline & process.
 - Amy West will update the Standing Committee document for 2021-2022. Several changes need to be made due to Social & Behavioral Sciences division was dissolved and the Communications & Humanities division was renamed.
 - Amy will send the update document to Vice Presidents, Academic Deans, and council chairs by August 20, 2021.
 - Nominations for the standing committees are due back to the Steering Committee (via Amy West) on or before September 3, 2021.
 - Amy will update the committee membership information in Outlook groups for email and will have updated membership published on JWeb by September 8.
- The committee discussed starting the standing committee population for the next academic year in April 2022 for service on committees beginning July 1, 2022. This would allow all employees to start serving on the new committee during in-service meetings in August.
- In light of organizational changes at JSCC, the committee discussed the need to review the committee structure and make up of each committee. Amy West indicated she could bring the list of employees to the next meeting so we could review the number of faculty in each division, number of employees in each discipline, etc.

The next meeting was scheduled for October 14, 2021 at 2:00 p.m. Randall indicated he would send the calendar invitation to all committee members.