

Executive Committee Meeting Minutes  
04 March 2025  
11:00 –12:30

Present: Jason Opal, Kip Curtis, Ozeas Costa, Andrew Mueller, Dawn Kitchen, Elizabeth Kolkovich, Ashley Smith, Shelly Kowalski

## **I. Approval of February 4, 2025 EC Minutes**

Joe made a motion to approve the 04 February, 2025 meeting minutes. Andrew seconded the motion. The minutes were approved with 6 votes in favor, 0 opposed, and 0 abstentions.

## **II. Report from Associate Faculty**

Ashley had nothing new to report. Dawn mentioned that they are trying to get Amy to give a presentation on COAM to Associated Faculty.

## **III. Report from Staff**

Nothing major. Recently sent out yearly awards announcement so people can start voting on the awards. Soon they will be requesting new MSAC members. Reminder that Biometric screenings are tomorrow.

## **IV. Faculty Issues**

Question: Should we start looking for officers for FA and EC soon? Yes

## **V. Dean's Report (Jason)**

Library—Looking for a part-time librarian to support Andrea. Should be able to fill this relatively quickly. Hopefully get someone by the end of the semester.

Student services—Want to offer simple access to REC center and Conard learning center on the weekends. This fits with a stand-alone campus

Admission—Numbers of first choice applications and those who have paid acceptance fees—up across regional campuses but especially our campus at this early stage.

## **VI. Associate Dean's Report (Dawn)**

Schedule is set up for Autumn. Faculty need to order their textbooks. Still no bookstore.

Other events—Engineering Discovery Days—did last year and want to do again. Yielded students from that event. Sending out feelers about having another STEAM event on May 9<sup>th</sup>. Some schools that were off on Valentine's Day asked if there would be another STEAM event. Working on CCP + 3 idea for our campus. Went to a conference on campus change and transfer

students—have to do a Quality Indicator. Many people spoke highly of the regionals. Talking about offering more majors online.

Chris Kick and Andrew Mueller—staff spotlights. Tennessee wants to copy us. Agus was highlighted.

Trying to get STEAM camp for middle schoolers on campus. Hoping for 32-35 students for the summer.

New common schedule is out. This means a common time of 1 hour and 20 minutes. Next year will be a test year and may have to do some tweaking.

## **VI. GE Meetings Follow-up**

Feedback—2 kinds of implementations—majors who are focusing hard on keeping their majors—GE offered to serve their majors and then others. Others are teaching GEs as a part of serving other GEs. May consider having more meetings. Collaborative fabric to stitch these things together. Perhaps create a GE enhancement team comprised of several work study students still looking for work—meet with the faculty who are teaching the GEs—what are they doing. Perhaps create 3 events—film, lecture and a conversation or debate. Have a GE showcase night—early in semester and discuss what we are teaching the next semester/year.

Need to start training students and then have a framework for conveying the GEs.

Idea--had a junior preview day—perhaps something along those lines.

Make sure to bring in Amy on this to help connect students with faculty

Questions? Best estimate of hours per week? A team of students who have a series of tasks per week. Will translate this into hours.

Perhaps expand the number of Buckeye Ambassadors as a suggestion. They understand the GE a lot better. Hierarchy inside the Ambassadors could help with this.

No telling how sustainable this would be.

Work study students in Conard may not be available because their hours are filled. Need to take this into account.

Pam in HR may be helpful

Try to make this more concrete by Spring Break to see if some students would like to start after Spring Break.

Could attract work study students who are also working that way but cannot fill their hours. Must hire them for a separate position.

## **VII. Other**

On April 2<sup>nd</sup>—Jason will host a movie night—showing a movie at Molyet—effort to make Molyet feel more a part of campus.

Javier Lopez--ESL freshman starred in Romeo and Juliet. Great story. Part of the ESL.

Have students been sent to Joe? We should make an announcement of Joe as the Student Ombudsperson.

Adjust title to Student to Faculty Ombudsperson.

Meeting adjourned at 11:48am.