DEAN’S COUNCIL MEETING  
November 4th, 2021  
Ag. Hall Conference/Zoom Room  
12:05 PM

ATTENDEES
Dean Larry Gossen, Associate Dean Jennifer McConville, Jan Gilbert, Eric Reed, Brad Ramsdale, Mary Rittenhouse, Dan Stehlik, Randi Houghtelling, Barb Berg, Vicky Luke (Staff Senate), Macy Zentner (Student Senate), Taylor Lautenschlager (Student Senate), Josi Arnold (Recorder)  
Absent: Kelly Bruns

WELCOME AND MINUTES
- Dean Gossen opened the meeting at 12:06 PM.
- The meeting minutes from October 7th, 2021, were reviewed by the Dean’s Council.
  - All voted in favor for the approval of the minutes as presented. Motion passed.

FACULTY SENATE UPDATES
- No update at this time.
- The next meeting will be held next week.

STAFF SENATE UPDATES
- Staff Senate changed the bylaws to 7% to vote on motions.
- A committee has been set up to review the constitution.
- Departments provided updates at the last meeting.

STUDENT SENATE UPDATES
- Student Senate is still working on updates on the constitution.

FACILITY UPDATES
- Interviews for the ground supervisor position will begin 11/5/2021.
- Randi is working with a project manager, from Lincoln, on deferred maintenance projects for LB384.

BUSINESS OFFICE UPDATES
- November and December are short processing months. Invoice should be paid in a timely manner.
- Non-benefitted employees should contact Holli Snyder for any hiring related items, as she is back full time.
- Procure to pay will be a new process that the business office will begin implementing, in the next few months. Further updates will be given soon.

COVID-19 UPDATE
- 67 positive cases on campus, this semester.
- 26% of students have tested positive.
- 996 tests have been administered, this semester.
- Currently 11 students are being quarantined.
- There are 10 positive cases on campus currently.

COMMITTEE STRUCTURE DISCUSSION
- The NCTA Committee Structure draft handout was distributed.
- Dr. Gossen discussed the different committees.
- Committees that are not needed should be terminated.
Dr. Gossen discussed the need for structured grievance committee.
Dean’s Council members were asked to review the list of current committees.

OTHER BUSINESS

None.

The meeting was adjourned by Dean Gossen at 12:42 PM.
The next Dean’s Council meeting is January 6th at 12:05 PM.