ATTENDEES
Dean Larry Gossen, Associate Dean Jennifer McConville, Mary Rittenhouse, Barb Berg, Eric Reed, Joanna Hergenreder, Randi Houghtelling (Staff Senate), Josi Arnold (Recorder), Gaylene Stinman (Guest), Kelly Bruns (Guest)
Absent: Judy Bowmaster-Cole (Faculty Senate), Brad Ramsdale

WELCOME AND MINUTES
 Dean Gossen opened the meeting at 12:05 PM.
 The meeting minutes from May 26, 2020 were reviewed by the Dean’s Council.
  o Mary made a motion to approve the amended minutes. Seconded by Jo. All voted in favor for
the approval of the minutes.

FACULTY SENATE UPDATE
 No update.

STAFF SENATE UPDATE
 Staff Senate met last Tuesday and touched base.
 Next meeting will be in July.

NEW STUDENT ENROLLMENT - LOCATION
 July 7th.
 34 registered currently.
 Split into 2 sections.
 All divisions will be set up in the Ed. Center.
 Meals will be provided for those helping.
 Cindy is going to set up t-shirts, mugs, etc. in the Student Union.
 Gaylene is working on welcome packets.

NEW STUDENT ENROLLMENT – STUDENT PREP
 Jennifer discussed prepping sheets for student enrollment, before students arrive on N.S.E. day.
 Kevin has been sending test scores to advisors.

2020-2021 DISCOVERY DAYS DATES
 Tuesday, October 6th
 Tuesday, March 2nd
 Wednesday, April 12th (Jr. day)
 Gaylene will enter these dates into EMS.

MEDICAL CLINIC SERVICES
 Barb is concerned about the clinic hours not being broad enough.
 Dr. Gossen and Jennifer will further discuss the medical clinic at the next Executive Staff meeting.

SCANTRON
 Barb would like to have the Scantron moved up to the Veterinary Technology department, if possible.
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- Dean Gossen discussed a phone app called Zipgrade that can be utilized for testing. He is also going to encourage FFA to utilize the app.

**BOOK ORDERING**
- Barb talked to Linda at UNL and will be getting the information that she needs.
- Follett will also be sending out more information to faculty.

**FALL SCHEDULE – COMMUNICATION TO STUDENTS**
- Dean Gossen and Vicky are working on the schedule for the upcoming year.
- Dean Gossen and Jennifer will continue to keep the campus updated.

**OTHER BUSINESS**
- Forward to Fall: Kelly discussed the “Forward to Fall” plan.
  - Social distancing, masks, hand sanitizing stations, etc.
  - Kelly will reach out to other campuses to see how they are planning for fall.
  - Southwest Public Health continues to work with NCTA on planning.
- Jamie Spratlen's Funeral Service: Will be at 2PM, June 24th. It will be live streamed in the NCTA Ed. Center Auditorium.

The meeting was adjourned by Dean Gossen at 1:00PM.
The next Dean's Council is June 30, 2020, at 12:00 PM.