**Members Present:** Amanda Alliband (AA), Kara Brauer (KB), Peter Solie (PS), Eric Foley (EF), Matt Connell (MC), Chris Vanderlinde (CV), Lawrence Weber (LW)

**Member Absent:** Jermaine King, Sheyene Heller, Mark Bogner, Eric Smith

**Discussion Topics:**

* **Minutes**
  + November minutes reviewed by those present. MC moved to approve, AA seconded, approved 6/6 (Chris was not yet on the Zoom call)
* **VP Report**
  + Discussed the monthly VP report forwarded to Faculty Council. There were very few comments from those present. PS suggested that Lori Crowther or those who set up the course shells, email the instructor when it is ready with a reminder to link the syllabus. PS shared his comments to administration regarding the alternate work location policy.
* **Distinguished Instructor Award**
  + Reviewed the policy and selection process document as a council. CV and LW made suggestion for improving the policy. JK emailed KB in January about suggestions for the Selection Process Document. Recommendations for DIA must be returned to faculty council by March 1st. Faculty Council’s selections for DIA must be submitted to VP Simmons by April 1st.
* **Third Wednesday**
  + Need to move forward with a survey to faculty or selection of students to provide a third Wednesday topic.
* **Adjournment**
  + LW moved to adjourn. EF seconded. All approved.