

## Meeting Notes

<b>NAME OF COUNCIL/TEAM:</b> Executive Leadership Team			
<b>OBJECTIVE OF MEETING:</b> Discuss College Happenings			
<b>DATE OF MEETING:</b> 05/09/2022 <b>TIME:</b> 3:00pm-5:00 pm		<b>LOCATION/ROOM #:</b> https://lrccd.zoom.us/j/98776286419 <b>CALL-IN NUMBER:</b> 1 346 248 7799 <b>CALL-IN CODE:</b> 987 7628 6419	
<b>FACILITATOR(S):</b> Melanie Dixon			
<b>ASSISTANT:</b> Sue McCoy			
<b>MEMBERS PRESENT:</b> Stacey Burrows, Scott Crow, Melanie Dixon, Amy Gaudard, Marianne Harris, Carina Hoffpauir, Frank Kobayashi, Sarah Lehmann, Mark Sheppard, Alisa Shubb, Bill Simpson, Jeff Stephenson, Tressa Tabares, Koue Vang			
<b>INVITED GUEST(S):</b> Marianne Harris			
<b>SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):</b>			
Attached Files: <a href="#">ELT Notes 05.02.22 (draft) (/Agenda/DownloadFile?fileId=971)</a> <a href="#">Student Success Council 2022-25 Charter (draft) (/Agenda/DownloadFile?fileId=972)</a> <a href="#">IEP Appendix E (/Agenda/DownloadFile?fileId=975)</a>			
<b>UPDATES AND BRIEF REPORTS:</b>			
<b>Topic</b>	<b>Person(s) Responsible</b>	<b>Notes</b>	
<b>ACTION ITEMS:</b>			
<b>Question</b>	<b>Person(s) Responsible</b>	<b>Notes and Decision(s)</b>	<b>Next Steps</b>
Approval of 5/2/22 ELT Notes	Melanie Dixon	Thumbs up - Approved	

Review / Approve Student Success Council Charter (2022-25)	Frank Kobayashi/Sarah Lehmann	<ul style="list-style-type: none"> <li>- Clarified faculty positions</li> <li>- Added terms</li> <li>- Request approval of charter with notation that terms will be further clarified</li> </ul>	
<b>DISCUSSION ITEMS:</b>			
<b>Question</b>	<b>Person(s) Responsible</b>	<b>Notes and Next Steps</b>	
OER Award Program	Sarah Lehmann	<ul style="list-style-type: none"> <li>- provided release time for some faculty</li> <li>- gave faculty an opportunity to collaborate</li> <li>- some departments have been able to develop OER materials and be textbook free</li> <li>- in Fall 2022, 200+ course sections will have the option of OER materials</li> <li>- worked with 38 different faculty and 5 peer mentors</li> <li>- making a repository of the work already done so all faculty can see what's been accomplished thus far</li> <li>- low-cost textbook symbol in the class schedule and can also filter by free and low cost textbook</li> <li>- in Fall 2022, Spanish and language labs will continue the work</li> <li>- kudos to Sarah and everyone involved in this important work</li> <li>- this project demonstrates the power of people coming together to work on something</li> <li>- one more issue of Beaver Bites for employees - want to include a short summary</li> <li>- working with students on convocation planning and this is important work to be shared</li> <li>- great example of equity work and a way to level the playing field</li> </ul>	

Update on Affirmation of the Institutional Equity Plan and the inclusion of the DI report recommendations	BJ Snowden	<ul style="list-style-type: none"> <li>- working to amend institutional equity plan to include all the DI project team report recommendations</li> <li>- Appendix E represents DI project team recommendations</li> <li>- not re-writing plan, just re-affirming</li> <li>- SEAP faculty co-lead will be discussed at PET tomorrow</li> <li>- due November 30</li> </ul>
<b>ITEMS FOR FUTURE CONSIDERATION:</b>		
<b>Topic</b>		<b>Contact Person</b>
NA		