

# Executive Leadership Team

## Meeting Agenda

| <b>NAME OF COUNCIL/TEAM:</b> Executive Leadership Team  |   |               |
|---|---|---------------|
| <b>OBJECTIVE OF MEETING:</b> The ELT will hear updates from the various councils and constituency groups. It will also review the updated Project Team sequencing and charters for 2019-20.   |   |               |
| <b>DATE:</b> 04/01/2019<br><b>TIME:</b> 3:00 pm - 5:00 pm   | <b>LOCATION/ROOM #:</b> Admin Conference Room<br><b>CALL-IN NUMBER:</b><br><b>CALL-IN CODE:</b> |               |
| <b>FACILITATOR(S):</b> Thomas Greene  |   |               |
| <b>TIMEKEEPER:</b>  |   |               |
| <b>ASSISTANT:</b> Sue McCoy   |   |               |
| <b>ATTENDEES:</b>   |   |               |
| <b>SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):</b>  |   |               |
| <b>UPDATES AND BRIEF REPORTS</b>  |   |               |
| Topic   | Person(s) Responsible   | Time Allotted |
| Council Chairs and/or Co-Chairs will provide an update on the work of their Councils, including the efforts of their respective project teams.  | Council Chairs / Co-Chairs  | 30 min.       |
| Constituency group representatives from the ASB, Classified Senate, Management and Academic Senate will provide brief updates on their current efforts.   | Various   | 20 min.       |
| The ELT will review an updated 2019-20 Project Sequencing Chart and Guidance on the scheduling of Days/Times of 2019-20 Project Teams. Additionally, the Team will review the updates to various 2019-20 draft project charters (Attachments).                  | Thomas Greene   | 30 min.       |
| <b>ACTION ITEMS:</b>  |   |               |
| Question  | Person(s) Responsible   | Time Allotted |
| Approval of March 4, 2019 ELT Notes   | Thomas Greene   | 5 min.        |
| Does the ELT support the initiation of the Sustainability Project Team? (Attachment - Project Initiation). Note: The ELT has already expressed support for said project team, however, it is important to review the initiation form and document this support. | Olga and Thomas   | 10 min.       |
| Does the ELT support the adoption of the Advisory Committee framework and support structure as revised (Attachment)?  | Tressa Tabares  | 15 min.       |
| <b>DISCUSSION ITEMS:</b>  |   |               |
| Question  | Person(s) Responsible   | Time Allotted |
| How is the College moving forward with critical professional development and training during the same time the Institutional  |   |               |

|   |                          |         |
|---|--------------------------|---------|
| Professional Development Plan is being developed? Topics included in this discussion - 2019-20 Convocation Planning; Institutional Equity Plan Roll-Out; Trauma-Informed Care and White Racial Identity Training. | Thomas Greene and Others | 10 min. |
| SEA Program Report  | Lisa Lawrenson           | 10 min. |

**ITEMS FOR FUTURE CONSIDERATION:**

| Topic  | Contact Person |
|--|----------------|
| ELSS Scheduling Protocols  |                |
| Recommendation to ELT Regarding the Proposed Distance Education Plan (1st Reading) |                |
| Disproportionately Impacted Populations Project Initiation.                        |                |
| Clarify Program Paths Status Update  |                |
| SEA Plan   |                |

**OTHER INFORMATION:**

2026 - American River College Shared Governance