Executive Leadership Team

Meeting Notes

NAME OF COUNCIL/TEAM: Executive Leadership Team	
OBJECTIVE OF MEETING: The ELT will consider the adoption of the Institutional Equity Plan and support for the DI Populations project team. Additionally, the ELT will discuss any themes emerging from the results of the assessment of the 2018-19 governance process.	
DATE: 05/13/2019 **TIME:** 3:00 pm - 5:00 pm	**LOCATION/ROOM #:** Admin Conference Room **CALL-IN NUMBER:** **CALL-IN CODE:**
FACILITATOR(S): Thomas Greene	
TIMEKEEPER:	
ASSISTANT: Sue McCoy	
MEMBERS PRESENT: Gary Aguilar, Thomas Greene, Adam Karp, Lisa Lawrenson, Sarah Lehmann, Olga Prizhbilov, Alisa Shubb, William Simpson, Alden Crow, Kuldeep Kaur, Susan McCoy, Jeffrey Stephenson, Rebeca Rico-Chavez	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	

UPDATES AND BRIEF REPORTS:

Topic	Person(s) Responsible	Notes
Council Chairs and/or Co-Chairs will provide an update on the work of their Councils, including the efforts of their respective project teams.	All	Chairs/Co-chairs had nothing new to report
Constituency group representatives from the ASB, Classified Senate, Management and Academic Senate will provide brief updates on their current efforts.	All	ASB - end-of-year celebration and officer swear in; new officers begin term in July Classified Senate: nothing to report Management: nothing to report Academic Senate: nothing to report

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
Approval of May 6, 2019 ELT Notes	Thomas Greene	Approved	
Does the ELT support the recommendations of the Institutional Equity Plan Project Team as contained in the American River College Equity Plan 2019? (Second Reading)	Thomas Greene	- only changes - elimination of VP reference - PES met with project team leads and provided feedback from ELT about clarity and consistency in recommendations; differentiate ends from means; consistent voice; Cheri participated; all agreed to work together and finalize version - Academic Senate supported work of team; many college guests at meeting expressed concern with reqeust for cabinet level equity office; did not want it - plan described position as recommendation – something the team really wanted - there were some no votes likely because the plan voted on still requires work; one individual concerned it was moving so quickly - if document is released in the fall with many red flags, the senate could request a conversation to discuss; - in the spirit of collegiality, recommendation made to bring the plan back in the fall as an information item - request made for a summative list of changes and where they came from - the core recommendations are sound; plenty of opportunities to make it more accessible - appreciation expressed for the tremendous amount of work by the project team - thumbs up	Bring back final version in fall as information item

Does the ELT support moving forward with the Supporting DI Populations as described in the draft Charter.	Lisa Lawrenson & Sarah Lehmann	- conversations have taken place with Student Success Council with Umoja, Puente, Native American Resource Center - changes: 7 under deliverables; 6 under assumptions (new statement); 3 under risks - change "create" to "recommend" - membership list os a little more specific - more flexibility under Native American/American Indian - statement under resource persons clarifies flexibility for gathering additional information from additional sources - clarification that two senate presidents will make “recommendations” for project team membership - SSC co-chairs will need to meet regularly with the project lead and three co-leads - reference for need to coordinate with PD is #4 - content faculty recommendation also member of specific group if at all possible - question asked regarding different team make-up and the possibility of using a slightly different process of recommending appointments - one current process is a request to senators by the AS president; however, senators will not necessarily know all faculty descent; individuals will need to volunteer their ethnicity - College President with ELT support makes final appointments to all teams and councils; input from chairs also helps - request that content faculty be broadened to possibly include a counselor with experience - some discussion about bringing in some outside expertise/consultant; need to develop process for when, how to bring in outside consultant - recommendation to have project steward given size and complexity of project team - thumbs up	Develop process for when/how outside consultant to be used

DISCUSSION ITEMS:

Question	**Person(s) Responsible**	**Notes and Next Steps**
What are some of the themes, if any, that are emerging from the results of the assessment of the 2018-19 governance process?	Adam Karp & Bill Simpson	- communication in a variety of forms:: like IGOR for posting of documents - communication along the chain of command: what happens in a project team and district - communication: inform the college community more broadly - communication: IGOR records are accessible but need college culture to go there for info - communication between the different groups: ELT to council to team - communication: how ideas materialize into project team - communication: not knowing they've been appointed to a group - equity and diversity in terms of team/council membership - standing equity committee - perception of top-down decision making - Adam/Tyler facilitating information gathering session with lead/co-lead not in the room; written report to be given to council chairs and packaged and presented to ELT in the fall - training will be designed around feedback as well - from ELT: 1) IGOR doesn’t work, need more information; 2) possible need to empower council and team members to share information - punch list for IGOR currently being worked on - will come back to ELT in the fall with continued work to redirect the college to engage in the work

ITEMS FOR FUTURE CONSIDERATION:

Topic	**Contact Person**