

Executive Leadership Team

Meeting Agenda

NAME OF COUNCIL/TEAM: Executive Leadership Team

OBJECTIVE OF MEETING: To establish a shared understanding of the decisions (and their sequencing) in AY2019-20; to familiarize ourselves with updated project charters and changes within various student service departments; to clarify and identify how best to communicate, the coming year's priorities.

DATE: 09/09/2019

TIME: 3:00pm

LOCATION/ROOM #: Admin Conference Room

CALL-IN NUMBER:

CALL-IN CODE:

FACILITATOR(S): Thomas Greene

TIMEKEEPER:

ASSISTANT: Sue McCoy

ATTENDEES:

SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):

Attachments will be forthcoming over the next several days.

UPDATES AND BRIEF REPORTS

| 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. | All | 15 min. |
| Constituency group representatives from the ASB, Classified Senate, Management and Academic Senate will provide brief updates on their current efforts. | All | 15 min. |
| Information will be provided regarding the search process for the next college president. | Thomas Greene | 5 min. |
| Calendar information describing the sequencing of dialogue and consensus seeking of the 2019-20 project teams and councils (flow of recommendations/reports) will be provided in draft form and reviewed. | Adam Karp | 10 min. |
| The 2019-20 Project Charters will be reviewed and discussed. | Council Chairs / Co-Chairs | 15 min. |

ACTION ITEMS:

| Question | Person(s) Responsible | Time Allotted |
|---|-----------------------|---------------|
| Approval of Notes: May 13, 2019 | Thomas Greene | |
| Approval of Notes: August 5, 2019 (Retreat) | Thomas Greene | |

DISCUSSION ITEMS:

| Question | Person(s) Responsible | Time Allotted |
|---|-----------------------|---------------|
| What actions (refinements, changes, etc.) to the governance system/IGOR were taken in response to the assessment of the 2018-19 governance process? | Adam Karp | 15 min. |
| What are recent and upcoming changes within Student Services (e.g., program relocations, integration of service-delivery, etc.) that you and your constituency members need to know about? (Attachment forthcoming) | Jeff Stephenson | 15 min. |

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|---|----------------|---------|
| What are the colleges top priorities heading into the 2019-20 academic year? And, how do we better communicate our shared priorities to the college? (Attachment forthcoming) | Thomas Greene | 30 min. |
| ITEMS FOR FUTURE CONSIDERATION: | | |
| Topic | Contact Person | |
| Reflections on Fall 2019 leadership trainings. | Karp | |
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| OTHER INFORMATION: | | |