

# Executive Leadership Team

## Meeting Agenda

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|--|---|----------------------|
| <b>NAME OF COUNCIL/TEAM:</b> Executive Leadership Team   |   |                      |
| <b>OBJECTIVE OF MEETING:</b> 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. |   |                      |
| <b>DATE:</b> 09/09/2019<br><b>TIME:</b> 3:00pm   | <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>   |   |                      |
| Attachments will be forthcoming over the next several days.  |   |                      |
| <b>UPDATES AND BRIEF REPORTS</b>   |   |                      |
| <b>Topic</b>   | <b>Person(s) Responsible</b>  | <b>Time Allotted</b> |
| 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.              |
| <b>ACTION ITEMS:</b>   |   |                      |
| <b>Question</b>  | <b>Person(s) Responsible</b>  | <b>Time Allotted</b> |
| Approval of Notes: May 13, 2019  | Thomas Greene   |                      |
| Approval of Notes: August 5, 2019 (Retreat)  | Thomas Greene   |                      |
| <b>DISCUSSION ITEMS:</b>   |   |                      |
| <b>Question</b>  | <b>Person(s) Responsible</b>  | <b>Time Allotted</b> |
| What actions (refinements, changes, etc.) to the governance system/IGOR were taken in response to the assessment of the 2018-  | Adam Karp   | 15 min.              |

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| 19 governance process?  |                 |                       |
| 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.               |
| 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.               |
| <b>ITEMS FOR FUTURE CONSIDERATION:</b>  |                 |                       |
| <b>Topic</b>  |                 | <b>Contact Person</b> |
| Reflections on Fall 2019 leadership trainings.  |                 | Karp                  |
|   |                 |                       |
| <b>OTHER INFORMATION:</b>   |                 |                       |