Executive Leadership Team

Meeting Notes

NAME OF COUNCIL/TEAM: Executive Leadership Team	
OBJECTIVE OF MEETING: Discussion of Current College Happenings	
DATE: 03/07/2022 **TIME:** 3:00pm	**LOCATION/ROOM #:** https://cccconfer.zoom.us/j/93079351925 **CALL-IN NUMBER:**+1 346 248 7799 (US Toll) **CALL-IN CODE:** 930 7935 1925
FACILITATOR(S): Melanie Dixon	
TIMEKEEPER:	
ASSISTANT: Sue McCoy	
MEMBERS PRESENT: Sarah, Carina, Frank, Bill, Jeff, Amy, Jennifer, Alisa, Scott, Amy, Koue, Tressa, Kristin, Melanie, Alisa, BJ, Jen, Stacey, Mark	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	

UPDATES AND BRIEF REPORTS:

Topic	Person(s) Responsible	Notes
Council / Project Team Highlights from Written Reports	Council Leads / Co-Leads	
Constituency Group Highlights from Written Reports	Constituency Group Leaders	Academic Senate: - March/April are Textbook Adoption Months - Surprised by recommended mask announcement - Some pressure to comply with new state recommendations - It's a choice - Still engaging in contract tracing - Question: Have unions weighed in? - Yes, they've been involved - Student circulating petition and wanting to speak to the Board about going to 100% remote - President Dixon meeting with student on Friday and will hear concerns - Safety of staff and students of paramount concern Classified Senate: - A bit behind in elections, probably held the first week of May - Several positions available - Need administrator/supervisor support for classified participation in PD Day (week of Spring Break) Student: - Elections beginning - Partnership with Beaver Cares to put together shower kits for students with housing challenges and those who use the college's showers
Guided Pathways - Scale of Adoption	Jeff Stephenson	

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
Approval of February 7, 2022 ELT Notes	Melanie Dixon		- Thumbs up; approved

Strategic Enrollment Management Project Team Charter II	Frank Kobayashi		- Draft charter attached - SEM Part 1.0 was prior to the pandemic - SEM Part 2.0 is post pandemic - Changing dynamic of scheduling due to pandemic - Q: projected membership, include physical education (kinesiology) which might have unique scheduling needs? - Thumbs up - accepted
Employee Onboarding Project Team Charter - Draft	Kathy Sorensen/Jazzie Muganzo-Murphy		- Presented by Kathy Sorensen & Jazzie Muganzo Murphy - Some equity language added to deliverables - Academic Senate requested more specificity to faculty memberships - Need a little further information on having a coordinator - Coordinator may have been involved in hiring practices outside of faculty positions - Any interest in having a classified professional be a classified supervisor - Some discussion on classified professionals but nothing specific to supervisor - Timeline is tight - BJ's team will be tasked with putting together the implementation phase - Implementation team will provide another layer of eyes on the recommendations and will likely yield more recommendations - Faculty appointment looks to have experience with DI populations; include that for a classified employee? - Some flexibility with deadlines? - Could result in a recommendation for an extension - Three classified already appointed, is the classified supervisor in addition? - Thumbs up
DISCUSSION ITEMS:			
Question	**Person(s) Responsible**	**Notes and Next Steps**	
		- Third wave of re-opening was February 22 - 30% face to face; 70% online (Sp22) - Planning for close to 30% face to face; 70% online (Su22) and 37% face to face; 63% online (Fl22) - Area Offices re-opening over time - Remembering that we're here for	

Re-Opening Plan	Frank Kobayashi	students and a normalcy of being back slowly phases in - Priority registration for summer occurring right now Student Services - Re-opened services on February 22 - Usually 3 hrs/week with longer hrs on Wednesday through the end of this week - Beginning next week: 9-5 on M,T,Th and 9-6 on Wed - Food service on ground with food truck, Canteen options in cafeteria - Unite Center is waiting on new furniture delivery - Will continue to add services and hours as needed - How are we gathering information on students needs, wants, etc. - Student survey being discussed - Chancellor's Exec discussion about whether it's district wide or ARC only - What do students expect from their choice of modality - Survey will come out from BJ and Jen's area, share ideas with them - Can use Call Center to follow up on some responses - Definitely include something about transportation and constraints about RT - Not only RT, but inflated cost of gas impacts students - Online tutoring preferred right now because the cost of commuting to campus - We will continue to contend with barriers we have no control over - Increase cost of technology, wi-fi, internet access, etc. - Supply chain issue with laptops - Next meeting agenda: trends that are happening; - Our technology infrastructure isn't as up to date as other four year/private institutions - Need to look at access to Re-Opening website and make it much easier to find - Two different re-opening pages - one from the insider and one accessible to the students - Employee re-opening page has information specific to employees - Include on employee page the communications that are sent to students - Make re-opening more bold on the homepage - Perhaps a name change to "Open on Ground" as we've already re-opened - "Back on Campus" used on employee page; no circulating banner on exterior website
Accreditation	Frank Kobayashi / Bill Simpson	- Meet & Greet with ISER Team and Open Forum in February - 13-Item Evidence request from the ISER team - Responded to all requests - Waiting now for Core Inquiries (due to be received on March 8) - Will be posted on accreditation website - 300-word response per inquiry as well as evidence - Due two weeks prior to site visit (10/10) - Huge kudos to Frank for stepping into

		this effort - Learning and room for improvement in this process
Strategic Plan	Melanie Dixon	- Reaffirmation of strategic goals - Plans inform those goals - Working with BJ, Pam Chao and Joshua Moon Johnson on Institutional Equity Plan

ITEMS FOR FUTURE CONSIDERATION:

Topic	**Contact Person**
Re-Opening will change to Back on Campus Update - Began receiving phone calls from a former student - Race was a point of contention in these messages - Equity work we're doing is real and impacts lives - TRO will be served and covers the district - Goes into effect once served - Individual has not made any attempt to step on campus or cause any harm - Interest is in getting individual the help and assistance they need - African American (and likely other populations) are targeted on this campus - In response, believe the student when they say it's happening and act from a place that what the student is saying is true	