Executive Leadership Team

Meeting Notes

NAME OF COUNCIL/TEAM: Executive Leadership Team	
OBJECTIVE OF MEETING: Discuss College Happenings	
DATE: 05/09/2022 **TIME:** 3:00pm-5:00 pm	**LOCATION/ROOM #:** https://lrccd.zoom.us/j/98776286419 **CALL-IN NUMBER:**1 346 248 7799 **CALL-IN CODE:** 987 7628 6419
FACILITATOR(S): Melanie Dixon	
TIMEKEEPER:	
ASSISTANT: Sue McCoy	
MEMBERS PRESENT: Stacey Burrows, Scott Crow, Melanie Dixon, Amy Gaudard, Marianne Harris, Carina Hoffpauir, Frank Kobayashi, Sarah Lehmann, Mark Sheppard, Alisa Shubb, Bill Simpson, Jeff Stephenson, Tressa Tabares, Koue Vang	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	

UPDATES AND BRIEF REPORTS:

Topic	Person(s) Responsible	Notes

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
Approval of 5/2/22 ELT Notes	Melanie Dixon	Thumbs up - Approved	
Review / Approve Student Success Council Charter (2022-25)	Frank Kobayashi/Sarah Lehmann	- Clarified faculty positions - Added terms - Request approval of charter with notation that terms will be further clarified	

DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
OER Award Program	Sarah Lehmann	- provided release time for some faculty - gave faculty an opportunity to collaborate - some departments have been able to develop OER materials and be textbook free - in Fall 2022, 200+ course sections will have the option of OER materials - worked with 38 different faculty and 5 peer mentors - making a repository of the work already done so all faculty can see what's been accomplished thus far - low-cost textbook symbol in the class schedule and can also filter by free and low cost textbook - in Fall 2022, Spanish and language labs will continue the work - kudos to Sarah and everyone involved in this important work - this project demonstrates the power of people coming together to work on something - one more issue of Beaver Bites for employees - want to include a short summary - working with students on convocation planning and this is important work to be shared - great example of equity work and a way to level the playing field

Update on Affirmation of the Institutional Equity Plan and the inclusion of the DI report recommendations	BJ Snowden	- working to amend institutional equity plan to include all the DI project team report recommendations - Appendix E represents DI project team recommendations - not re-writing plan, just re-affirming - SEAP faculty co-lead will be discussed at PET tomorrow - due November 30

ITEMS FOR FUTURE CONSIDERATION:	
Topic	**Contact Person**