Executive Leadership Team

Meeting Notes

NAME OF COUNCIL/TEAM: Executive Leadership Team	
OBJECTIVE OF MEETING: Discuss college happenings	
DATE: 02/06/2023 **TIME:** 3:00pm	**LOCATION/ROOM #:** Student Center Board Room **CALL-IN NUMBER:** **CALL-IN CODE:**
FACILITATOR(S): Frank Kobayashi	
TIMEKEEPER:	
ASSISTANT: Sue McCoy	
MEMBERS PRESENT: Warda Ali, Matthew Blevis, Derrick Booth, Marianne Harris, Carina Hoffpauir, Frank Kobayashi, Veronica Lopez, Bill Simpson, Caitlyn Spencer, Kaitlyn Collignon, Jennifer Laflam, Robert Snowden, Jeff Stephenson, Koue Vang.	
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	Operations Council - Captain Day now over ARC and SCC - Moving to new phones with migration from Skype to Teams - General neutral restroom (focus group formed and had its first meeting); will report back to Operations Council (All Gender Restroom Discussion Group) Student Success Council - haven't met yet IEC - Change in integrated planning portal - Update to strategic planning - Program Review presentations via Zoom for the remainder of the cycle - Non-credit course discussion
Constituency Group Highlights from Written Reports	Constituency Group Leaders	Academic Senate - Approved by consent both project team reports - Approved resolution for Melanie Dixon - Discussions re: presidential search, convocation, HomeBases Classified Senate - Successful classified luncheon - Liz Giessler named VP Student Senate - Appointed three new senators - Participated in Lobby Day training at the Capitol - Hssted Waffle Wednesday
Back on Campus Update	Derrick Booth	- seven-year accreditation renewal - up 3.5% on WSCH - issue in CDC w/COVID
Strategic Planning Update	BJ Snowden / Jen Laflam	- Fl22 - reaffirmation process (took 2017 goals, reaffirmed by the college) - Cycle now 7 years (2023-2030) - Held 5 forums in Sp23 to help inform how to achieve those goals - Each year, strategies will be assessed - Goals 3 and 4 not assessed during previous cycle - Sharing executive summaries with PET and governance bodies - District going through strategic planning process concurrently - Priority indicators approved by the BOT - Planning offices at colleges being developed at each college (deadline March 1 to provide to District) Next Steps: (College) - March 1 reporting strategies to District - March 24 metrics for Strategic Enrollment Management

		- Connection to specific entities mentioned in strategies (i.e., English and Math) and how will those individuals be involved - SEM 2.0 Project Team will be paused until this process is complete - Reporting will not only be the metrics but what the college is doing to reach those metrics - Thank you for engaging and transparent forums - Include student governance and leadership roles to encourage student involvement

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
Approval of 11/7/22 ELT Notes	Frank Kobayashi	Approved Thumbs up	
Approval of 12/5/22 ELT Notes	Frank Kobayashi	Approved Thumbs up	
Bias Response Project Team Report Presentation (Second Reading/Approval) (3:30 pm)	Parrish Geary	- Academic Senate approved via consent as previously requested - Thumbs up	
Employee Onboarding Project Team Report Presentation (Second Reading/Approval) (3:30 pm)	Kathy Sorensen	- Academic Senate approved via consent as previously requested - Thumbs up	

DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps

ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person