Executive Leadership Team

Meeting Notes

NAME OF COUNCIL/TEAM: Executive Leadership Team	
OBJECTIVE OF MEETING:	
DATE: 04/08/2024 **TIME:** 3:00pm	**LOCATION/ROOM #:** ARC Student Center Boardroom **CALL-IN NUMBER:** **CALL-IN CODE:**
FACILITATOR(S): Lisa Cardoza	
TIMEKEEPER:	
ASSISTANT: Amanda Lewis	
MEMBERS PRESENT: Lisa Cardoza, Liz Geisser, Mary Goodall, Marianne Harris, Brian Knirk, Frank Kobayashi, Veronica Lopez, Nicole Porter, Jeffrey Sacha, Alisa Shubb, Caitlyn Spencer, Alicia Szutowicz-Fitzpatrick, Kaitlyn Collignon, BJ Snowden, Koue Vang	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	
UPDATES AND BRIEF REPORTS:	

Topic	Person(s) Responsible	Notes
Student Success Council	Frank Kobayashi	Provided an update on the Board Goals Midyear Update Timeline document. 1. Covers goals related to Dual Enrollment, Guided Pathways, Open Educational Resources (OER) and Zero Textbook Costs (ZTC) 2. Passed by student success council 3. ELT provided the stamp of approval for President Cardoza to submit this document to the LRCCD Board The Student Learning Outcomes (SLO) committee surveys students each semester that the council reviewed. See file attached. Council reviewed enrollment increase data. They looked at reg/apprenticeship/public service population which showed growth in all 3 areas. See file attached. Cheryl from the Child Development Center came and gave an update to the council on what students would need in order to enroll their children. The Bias response team provided an update
Operations Council		Operations -Natomas phase ⅔, progress slowed due to rain -58% completed with CTE IT -Need new data storage server Facilities Related Feedback from Faculty (Authentic Assessment Review Record) & Students Grad Survey (annual survey) 1. Asked for additions of questions to pose specific to facilities 2. Jeff coming back to ops council to report out after the survey is completed 3. Survey launching end of April/beginning of may Space Utilization Study 1. Sessions have begun, faculty and student sessions are coming up 2. Sessions have a limited attendance count 3. BJ and team coordinating survey efforts and compiling feedback
Institutional Effectiveness Council		Review of CTL 23-24 Annual Report 1. Real STEM centering emphasis, proud of this as this is a better result for those in this area than in years past 2. Incorporating counselor into CTL 3. Bi-monthly meetings with President Cardoza, thought partner in conversations Communities of practice 1. Plan to incorporate HSI into the theme of fall convocation 2. FLEX driven through PD lens Program Review Update 1. Program review happened last week, 92% of programs submitted, got update on accreditation timeline - start in Fall 26

		2. Working to have student services centering in program review Black student success week, webinar and discussion on Thursday, April 25 in Community rooms 1/2
Academic Senate		-Voted to approve guided pathways -Continuing to work on recommendation for gen ed requirements for local students with a lens of removing potential barriers to student success 1. Only impacts 20% of students 2. Looking to get a student survey out for this 3. Recommendations due to DAZ next tues Faculty reassigned time coordinators 1. Looking at this model/process and how we could improve our system here Curriculum 1. Committee came to senate about reprioritization to fall within legislative guidelines
Classified Senate		Elections 1. Running these right now, have 10 new people signed up to be senators PD Day wrap up 1. Positive feedback overall Classified PD Funding Committee and Process Update 1. Process has been revived, going really smoothly so far, had a couple of technical glitches that programmers have fixed
ASB Senate		Elections 1. Formally next week April 23rd 1. Carnival day in front of STEM for elections 2. 3-4 laptops for people to vote through e-services Resolutions 1. Rising Scholars 2. AB1705 Psi Beta 1. 208 students surveyed in 10 days 2. End of April - will be able to share out
Student Success Council 1. Board Goals Midyear Update Timeline		
Classified Senate 1.Elections 2. PD Day wrap up 3. Classified PD Funding Process Update		

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
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DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
Space Utilization Timeline	Brian Knirk and Lisa Cardoza	-Anticipate study being done early May -Won't get report back until June/July -Planning to utilize the summer to plan a rollout for fall semester
New Faculty Academy Support	Lisa Cardoza & Brian Knirk	-Recently named Rocio Owens as the new coordinator -Orientation has occurred in the past, tried to incorporate tours, meetings with managers -Discussed creating a welcome for those who aren't faculty as well (classified, temps, student workers, etc.) -Uses reassigned time not a stipend
Catalog Review Process for Non-instructional programs	Brian Knirk	-The info for the catalog is typically pulled from departmental websites
Program Review Feedback	Veronica Lopez	-Successfully completed 2023-2024 Program Reviews -Questions were reworked for this years' reviews -Main success that was noted: community and providing the things that students need to succeed

Pride Prom		-Pride Prom will take place on Friday, April 12, 2024 from 7-10pm in the ARC Cafeteria
Space Utilization	Lisa Cardoza & Brian Knirk	
ITEMS FOR FUTURE CONSIDERATION:		
Topic		**Contact Person**