

Executive Leadership Team

Meeting Notes

NAME OF COUNCIL/TEAM: Executive Leadership Team

OBJECTIVE OF MEETING: “The ELT considers recommendations from the councils on draft plans; provides input and final recommendations to the College President in establishing the charters, strategic direction, and accountability of councils and project teams; and ensures transparent communications to and from all governance and constituency groups” (ARC Integrated Planning Guide 2017)

DATE: 09/09/2024
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, Mary Goodall, Marianne Harris, Veronica Lopez, Angela Milano, Nicole Porter, Jeffrey Sacha, Jeffrey Sacha, Alisa Shubb, Alicia Szutowicz-Fitzpatrick, Carissa Thomas, Brenda Valles, Koue Vang, Amanda Lewis

SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):

UPDATES AND BRIEF REPORTS:

| Topic | Person(s) Responsible | Notes |
|--|---|---|
| Welcome and Call to Order | Lisa Cardoza | |
| Caring Campus Presentation: Bola King-Rushing | BJ Snowden | <p>Bola shared the key information about Caring Campus such as;</p> <ul style="list-style-type: none"> -Who they are (the IEBC; Institute for Evidence-Based Change) -Their two core initiatives: Caring Campus and Data Informed Education -Their goal of shifting educational institutions into to a relationship based system that focuses focusing on student success & equity -What is Caring Campus: Changes in behavior to empower faculty/staff to create a culture of care that embraces students -The classified proposed timeline <ul style="list-style-type: none"> -Leadership kickoff -Coaching sessions -Joint/Final session -Institutionalization and sustainability -Follow up -The faculty proposed timeline <ul style="list-style-type: none"> -Leadership orientation -Faculty identification & Interviews -Coaching sessions -Implementation kickoff -Institutionalization & sustainability -Follow-up -Academic Senate representatives shared the need to: <ul style="list-style-type: none"> -Discuss this project with the President’s Cabinet further -To have the Caring Campus team meet with the CTL |
| Constituency Group: Associated Student Body (ABD) / Club and Events Board (CAEB) | Alicia Szutowicz-Fitzpatrick, Sapeidah Saeedi | <ul style="list-style-type: none"> -ASB Senate <ul style="list-style-type: none"> -All director spots filled - 16 members on board -1st meeting had a lot of public attendees, wanting to get involved on committees -Still working in their committees such as the: <ul style="list-style-type: none"> -Nothing about us without us committee -Government stipend committee -CAEB <ul style="list-style-type: none"> -Currently has a full board -Is working on creating and planning events for the semester |
| Constituency Group: Academic | Brian Knirk, Alisa Shubb, Veronica | <ul style="list-style-type: none"> -Jeff Sacha is the new secretary! (Former secretary was David McCusker) -Continuing discussions regarding cluster hiring <ul style="list-style-type: none"> -BJ presented and spoke with the senate about this topic recently -Priorities & concerns among faculty for the year <ul style="list-style-type: none"> -Scheduling -Room utilization |

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|--|---|--|-------------------|
| Senate | Lopez, David McCusker | <ul style="list-style-type: none"> -Communication with faculty -Snacks/fresh food status questions regarding Beaver Cares Program <ul style="list-style-type: none"> -Beaver Cares will still be providing snacks to homebases! Leadership is unsure why people believe they are going to stop providing these for students. <ul style="list-style-type: none"> -Every other Wednesday starting Sept 18th there will be pantry distribution in the main quad, please spread the word! | |
| Constituency Group: Classified Senate | Liz Geisser, Mary Goodall, Carissa Thomas | <ul style="list-style-type: none"> -Planning a two date retreat -Large group of senators are participating in the classified leadership academy | |
| Council/Project Team Highlights: Student Success Council | Nicole Porter, Marianne Harris | <ul style="list-style-type: none"> Council planning for the year and hot topics <ul style="list-style-type: none"> -Opportunities to bring "college hour" back -All-gender restrooms update request -AI -Communication and making it more effective -Reviewed the council's charter -DI reports to be reviewed by the council -Student Services Student Concern Form was created over the summer | |
| Council/Project Team Highlights: Operations Council | Koue Vang, Mary Goodall | <ul style="list-style-type: none"> -Working to fill their council roster | |
| Council/Project Team Highlights: Institutional Effectiveness Council | BJ Snowden, Brenda Valles, Jeffrey Sacha | <ul style="list-style-type: none"> -Have not met yet this academic year:) | |
| Presidential Report: -President's Collaborative Fund | Lisa Cardoza | <ul style="list-style-type: none"> -We're a voting site!:) <ul style="list-style-type: none"> -Pushing get out the vote -Working to ensure support systems are available post-election -President's Collaborative Fund updates | |
| ACTION ITEMS: | | | |
| Question | Person(s) Responsible | Notes and Decision(s) | Next Steps |
| Caring Campus - Faculty Component | | 0 | |
| DISCUSSION ITEMS: | | | |
| Question | Person(s) Responsible | Notes and Next Steps | |
| Naming of the Veterans Resource Center (VRC) | Lisa Cardoza, Kirsten Dubray | <ul style="list-style-type: none"> -Naming of the Veterans Resource Center (VRC) -LC Alum Joseph Muhammed -Donated property to ARC that recently sold -Would like to rename the Veterans Resource Center in his name to honor this gift in kind -Many spoke highly of Joseph and no concerns were brought up by the ELT for this naming. | |
| Convocation and HSI designation: Looking at the year ahead | Lisa Cardoza | <ul style="list-style-type: none"> -Want to embed the servingness theme throughout the year -Students first - ensure communication out to them -Planning committee - council to circle back with this conversation next month -Lead with heart - how do we brand this with faculty? -Servingness -Caring Campus -Program and branding for next year -Staffing transitions have an impact on servingness | |
| Scheduling of classes | Alisa Shubb | <ul style="list-style-type: none"> -The need to ensure classes are equitably scheduled in appropriate rooms was brought up and heard by leadership. | |
| Results of Space Utilization Study?? | Alisa Shubb | <ul style="list-style-type: none"> -The President's Cabinet is still reviewing this study and will share out more details as they become available. | |
| ITEMS FOR FUTURE CONSIDERATION: | | | |
| Topic | | Contact Person | |
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