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: 09/30/2024 **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: Alicia Szutowicz Fitzpatrick, Margaret Lednicky, Koue Vang, Nicole Porter, Brian Knrik, Jeff Sacha, Veronica Lopez, Marianne Harris, Brenda Valles, Mary Goodall, Liz Geisser, Taylor Toledo, Angela Milano, Lisa Cardoza, Amanda Lewis, Sapeidah Saeedi	
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	
Special Presentation: Davies Hall FPP	Koue Vang	-Davies Hall FPP Kickoff Meeting -A replacement facility for Davies Hall qualifies for state funding under "Category A-1 Health and Life Safety Projects" -Requirements: -Must be the least cost permanent solution -No increase in space -No changes to the programs housed within the building -No changes to the types of spaces housed within the building -The total assignable square feet (ASF)* for each category of space must be equal to what was existing in that category -Proposed basics for the FPP development: -Total ASF is set to be 35,340 by the state -Gross square footage (GSF) will be between 54,000 and 57,000 to be within efficiency factors expected by state and district (between 65-62%) -Building is proposed to be 3 story -ASF/GSF sizing is almost identical to the new STEM building next door
ASB Senate/CAEB	Alicia Szutowicz-Fitzpatrick, Sapeidah Saeedi	-LRC Tutoring Center Student reporting issues associated with long wait times, not enough time with tutors and lack of training for DEIA students. -Increase in student tutors, coordinating with Angela what each area does (MESA specifically), Faculty support and Dean support - we can direct people to these resources, -Training of tutors by DSPS -Needs to be joint partnership between faculty -Club Day Oct 16 ; 10 AM - 3 PM -Students will have a chance to attend the event, going to be in STEM quad and booking student center (for rain) -Chartered 22 clubs -Planning to update bylaws
Academic Senate	Brian Knirk, Alisa Shubb, Veronica Lopez, Jeff Sacha	-Discussions about a pilot program for cluster/cohort hiring -Approved policy on local degree requirements, moving to district academic senate -Looking forward to robust hiring season - Oct 24th presentation
Classified Senate	Liz Geisser, Mary Goodall, Carissa Thomas	-Had a retreat discussing caring campus and moving forward with this -How we can work to better serve classified professionals on campus -Concern that they haven't done safety training -Concern from MSA and Muslim staff group, not enough space for group prayer, concern of safety
Student Success Council	Nicole Porter, Marianne Harris	-What is recommendation of membership on each council -Student Services Concern form has been finalized and shared with the deans https://inside.arc.losrios.edu/governance/governance-processes
		-Fingerprinting is going to be required for all intent to hire forms and amendments

Operations Council	Koue Vang, Mary Goodall	-Fee clarification for students -Livescan student employees -Extended bookstore contract with Follett -Going to conduct a survey to determine where additional drinking fountains will be located -All-gender restroom focus group
Institutional Effectiveness Council	BJ Snowden, Brenda Valles, Jeff Sacha	No updates at this time.

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

ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person