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: 02/02/2026 **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, Dianne Cervantez, Angela Daroy (Milano), Andrea Pantoja Garvey, Neue Leung, Veronica Lopez, David Miramontes Quinones, Kelly Ondricka, Alisa Shubb, Carissa Thomas, Kaitlyn Collignon, Brenda Valles, Koue Vang	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	

UPDATES AND BRIEF REPORTS:

Topic	Person(s) Responsible	Notes
Welcome & Call to Order	Lisa Cardoza	
President's Report	Lisa Cardoza	Flip the Agenda - Action Item
Constituency Group Highlights: Associated Student Body (ASB) & Club & Events Board (CAEB)	Soraya Amin & Sahar Hafiz	Unable to attend.
Constituency Group Highlights: Academic Senate	Veronica Lopez, Daniel Slutsky, Andrea Pantoja Garvey, Alisa Shubb	-Discussed supporting the District Academic Resolution to Reducing and Clarifying Los Rios Counselor-to-Student Ratio -Senate passed the Math Resolution on Waitlist & Enrollment Process for Linked Support Courses -Senate passed Faculty Job Description language -Senate passed Homebase Recommendations -Senate passed finalized ARC Cluster Hiring Pilot 2.0 Questions -ARC Faculty members of the District Equity Student Success Committee (DESSC) AI Workgroup and provided an update -ARC Program Paths Committee Chair, Bill Simpson, provided an update and sought some feedback -Discussed Curriculum Committee recommendation of moving CTE courses and Programs to 6 Year Full cycles (vs 2 years) -Discussed the proposed Distance Education Charter -Discussed two critical hires Fire Technology and Head Football Coach
Constituency Group Highlights: Classified Senate	Liz Geisser, Mary Goodall, Carissa Thomas, Kelly Ondricka, Arionna Jai-Johnson	-Next meeting will be only on Zoom - going to have HOTEP presentation -Jeff Sacha will be presenting the accreditation midterm report 2/11 -Classified PD day will be during spring break and will do two half days, 3/16 & 3/18 in the community rooms -Classified Senate Friend-O-Gram Sale! -Back by popular demand, the Classified Senate Fundraising Team would like to announce the sale of Friend-O-Grams for Valentine's Day! In hopes to continue to uplift each other and spread a little cheer, we are offering candy gram deliveries to departments.
Council Highlights: Institutional Effectiveness Council	David Miramontes-Quinones, Connie Ayala	-Institutional Equity Plan (IEP) Update -Thank you to everyone who participated in the breakout sessions during convocation. -The IEP project team is taking the feedback from these and pushed the survey also for those who wanted to contribute anonymously/privately/in addition and this will close this week. -They are planning to host sessions with Students soon. -Distance Education Charter Update: Please review and include your feedback if you have any! This will go to a second read at Academic Senate next week (2/12) -Accreditation Report -Future Items

		-HOTEP - Coming to our February -IEC meeting on the 23rd -Homebases Project Group Charter -Gave the council a heads up that a charter request may come their way in the next month or two.
Council Highlights: Student Success Council	Angela Milano, Neue Leung, Dianne Cervantes	-First meeting - Wednesday, 2/4/23 @1pm -Coming Soon - Dual Enrollment -Project Team Charter -Please review and provide your feedback for the next ELT meeting. -The Student Success Council will be editing and revising next week.
Council Highlights: Operations Council	Koue Vang, Mary Goodall	-Last meeting was on Dec 15th - after the last ELT meeting. -It was requested that IT present an update on phones (as they relate to the panic button discussion counseling had in the fall) during the Location Safety Committee meeting in February. -Science building final project plan -Were due to the board in Apr 2025 -FM has indicated that they plan to start the project with the team now -Trying to determine number of classes vs. labs -Going to have 4 meetings starting next week through mid-march -Classified Hiring Prioritization Process (CHPP) - -Koue sent update on the 2 positions to fill -The Classified Senate did a wonderful job reviewing applications. -The top 2 recommendations Cabinet agreed with and approved. Custodian at Natomas Center Science Lab Technician at Natomas Center

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
Flip the Agenda Moving Forward	Lisa Cardoza, Amanda Lewis	Amanda to see if she can change this in IGOR and will adjust the agendas to reflect this for the future (especially agendas already created for the semester).	

DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
Convocation Planning Teams & Brief Review of the 2019-2020 Professional Development and Training Project Team Recommendations	Lisa Cardoza	-Convocation has not had a “home” as of recently, before there was one committee that talked about both professional development content and logistics. -Planning to do a “two pronged approach” that would have AVP of Administrative Services (Margaret Lednicky) running the “operations” logistics and the Dean of IEI (Brenda Valles), CTL Faculty Coordinator (Currently Kristina Casper-Denman) and CTL classified professional (Christina Wagner) helping steer the Professional Development conversations. -Kaitlyn Collignon and Amanda Lewis would still be involved in supporting logistics. -2019-2020 Professional -Development and Training Project Team Recommendations -https://igor.arc.losrios.edu/Document/Download/88 -Page 7 (Ample staffing) - Discussed need for ample staffing for Professional Development at ARC -Noted that the management position (Dean of IEI) is not 50% Professional Development
Davies Hall User Group - Furniture Discussion	Koue Vang	-We committed to doing new Portable Village 1 and Tech ed west refresh with furniture. -The furniture purchased during the refresh will be used in PV1 and Tech Ed West until the new Davies Hall (which will be named something else) is built. After that, it will be moved to the corresponding department. -The plan is to have Portable Village 1 and Tech Ed West torn down once Davies Hall is built (at the very least, Portable Village 1). -Current Davies hall furniture: Has been repurposed or will go away with the building. -If there are faculty feeling that the desks sitting outside Davies hall would be preferable to the ones in their current classroom, please have them reach out to their Dean/Operations about their potential. -Discussed the naming policy and how the building replacing Davies hall will not be named Davies Hall
WEAVE/Title IX Trainings	David Miramontes-Quinones	-There will be various training opportunities to learn more about Title IX and Weave coming up soon. -April is Sexual Assault Prevention Month. They are planning to do a series of events/training/FLEX events for this. -Denim Day is April 29, 2026
Homebase project team	David Miramontes-Quinones	-Discussed today the next steps for this item. The plan will be to have this on the next ELT agenda before formally voting to charge IEC with drafting a charter.
		-The former Board President set 5 Board Goals - One was to hire a consultant to come in and do an equity assessment at each of the colleges and for the district as a whole. Hotep was the selected vendor. For the last 1.5 years they have worked with all 4 colleges to do this (SCC and

-HOTEP Consultants		CRC first, ARC & FLC second). Since then, the Board Chair has left, the chancellor is retiring, and the direction that the board has headed was sticking to the strategic goals that were already in place prior to the new board goals created 2 years ago by that board chair. -Hotep is tentatively planning to present to ELT (date tbd). -Going to take these recommendations to the IEP planning committee to have them incorporated into the plan as the committee sees fit (we are scheduling a meeting now with HOTEP and the IEP Project Team). -HOTEP presented to the Academic Senate last week. -Some expressed that the findings were missing some representation (Ex: 1 Faculty member took part in the sessions according to their slides). -Some also noted that there were some recommendations that did not make sense (ex: Need for learning communities, which already exist here).

ITEMS FOR FUTURE CONSIDERATION:

Topic	**Contact Person**
-Hotep is tentatively planning to present to ELT (date tbd).	Brenda Valles