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: 03/02/2026 **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, Angela Daroy, Koue Vang, Kaitlyn Collignon, Brenda Valles, Neue Leung, Liz Geisser, Kelly Ondricka, Sahar Hafiz, Soraya Amin, Veronica Lopez, Daniel Slutsky, David Miramonetes-Quinones, Amanda Lewis, Andrea Pantoja Garvey, Connie Ayala, Alisa Shubb, Carissa Thomas	
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	
Constituency Group Highlights: Associated Student Body (ASB) & Club & Events Board (CAEB)	Soraya Amin & Sahar Hafiz	CAEB: -First club day of the semester which went really well and we have officially over 50 clubs on campus -Feb 24th - Love your community day - to spread love within our community and do activities that encourage students to connect with one another as well as with our classified professionals/faculty -March 25th - Festival of Colors - Still planning this exciting event~ ASB -Passed a resolution on student stipends -Took it to the advisory committee for its first reading. -Presented to CRC and are going to present to SCC and FLC -Passed PTK honors summit -Passed funding for MSA Iftar Event -Voted on bill Sb 961 for Lobby Day -During our last Senate meeting, we had the ARC accreditation midterm report writing team present. -We will be attending the SSCC General Assembly Conference
Constituency Group Highlights: Academic Senate	Veronica Lopez, Daniel Slutsky, Andrea Pantoja Garvey, Alisa Shubb	-Approved Fire Technology Coordinator position -Robust discussion on Distance Education Project Charter -Accrediting Commission for Community and Junior Colleges (ACCJC) Midterm Report
		Caring Campus Updates -Leadership Kickoff took place today and went well! -There will be two 4 hour sessions -There will be a 2nd meeting in late April for the classified professionals that are working on this to share all of the ideas and everything else that comes out of the sessions with leadership -There will be 3 1-hour implementation planning sessions following this -The formal kickoff for implementation will happen in the fall during Flex Week. PD Days 3/16 & 3/18 -Request out for donations for opportunity

Constituency Group Highlights: Classified Senate	Liz Geisser, Mary Goodall, Carissa Thomas, Kelly Ondricka, Arionna Jai-Johnson	drawing items -8-9 sessions throughout these two days for our permanent classified professionals. -Theme: Equity is our superpower Fundraising -Very successful fundraising with the friend-o-grams -Hope to do this again sometime this semester -The funds are used for their various events, scholarships, etc. Onboarding Mentorship Program -There has been a group working on making this a reality for our classified professionals and more information to come soon as we work on housing the program under the classified senate Elections -If you have people who you think should get involved in your area, now would be a great time to poke them:) -Almost our entire senate is up for reelection right now Pride Prom - April 24th 6-9pm -Cafeteria - Masquerade theme -Ticket info coming soon - free for Los Rios people, those who are from outside los rios will have a small cost associated -Donation closet will take place for attire for students, more info to come! CCC LGBTQIA2S+ Summit -Livestreaming in Community Room 1 on 4/15 & 4/16. All are welcome. More info to come! Classified Professional of the Year Award nominations are due on Friday. There was a link in beaver bites:)
Council Highlights: Institutional Effectiveness Council	David Miramontes-Quinones, Connie Ayala	Institutional Equity Plan (IEP) Update -Going through IEC -Dr. Rick Ramirez & Dr. Steve Roberson (Co-Chairs) have been working hard to organize and execute town halls with our groups of student populations (Ex: BSSC, DSPS, Rising Scholars, Etc.) -Dr. Roberson will be sharing the QR code/link to the survey that the program coordinators can share with their groups Accreditation -Brenda Valles presented this at the last meeting HOTEP Presentation -Katrina from HOTEP presented this at the last meeting
Council Highlights: Student Success Council	Angela Milano, Neue Leung, Dianne Cervantes	Convocation Feedback -Heard that there could have been multiple facilitators and breakout rooms for the online session due to the high number of online attendees Language world -Melanie Ortega came in to present what this tool is and the basics of how to use it Program Paths -Bill Simpson came in to present these to the council Caring Campus -Presentation from Liz Geisser on the basics of what to expect DE and DuE Charter deep dives This week - Transfer Center & Financial Aid Presentations
Council Highlights: Operations Council	Koue Vang, Mary Goodall	-Officer Emily Anderson is being transferred to another role - happy for her but sad for us:(-Koue's team will be working on a plan this summer for Emergency planning/training -DO IT is now requiring multi-factor authentication in our student labs Facilities -Davies Modernization -Final design documents are being reviewed -User meetings will slow down to allow the design team to prepare the documents -ARC Natomas Phase II/III -ARC Veteran's Center -Eclipse pro was the winning bidder -10/17 bidders were considered unresponsive -Has passed DSA -CTE Building is considered 100% complete Budget: -We lost our HSI/CCAMPIS/Other Federal Grants, as a result: State's $2M (about $900K was allocated to ARC) Student Success Block Grant (SSBG) is a 5 year

		grant we have received to also help support our students for those programs that were cut federally (Doesn't cover nearly what we lost but it is helpful) -The district has also set aside $6M for the entire district to help backfill some of these losses (Doesn't cover nearly what we lost but it is helpful) Unsure how much of this will come specifically to ARC. Hoping to find out this number from the district by the end of March. -$10M allocated for the new building that will replace Davies Hall Bookstore -Barnes & Noble was the vendor that was selected through the bookstore RFP process -Information sessions will be scheduled, and the various constituency groups will be invited to attend -Looking to take over roughly 2 weeks after school starts this fall

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
Homebase Project Team Charter		-Process Point: ELT charges the councils to create project teams when one is desired to be created -The goal would be for it to come back to ELT on May 4th (our final ELT meeting of the Spring 26 semester) so that we can make assignments and begin the actual creation and beginning the work of the project team in the upcoming fall semester (Fall 26). -ACTION TAKEN: Consensus of a yes, to charge IEC with drafting the project team charter for homebases, was determined.	

DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
Meeting Management System	Lisa Cardoza	-IGOR - Internal Governance Online Repository -Amanda was able to work with our website programmer to: -Update the ELT meeting agendas on IGOR to place action items and discussion items above updates for agendas/notes so that flip we decided on last time will be reflected there -Creation of a calendar on the home page that shows meetings as agendas arise for them -If there are any IGOR specific items you want to discuss making adjustments to please connect with Koue/Amanda. -IGOR was developed in house a while back as the home for our governance documents. -Right now, the district has moved away from BoardDocs and is going through the RFP process to select a new document system for our governance structures at the district and on the other three college campuses. ARC did not use BoardDocs as we have IGOR, a home-grown system embedded with ARC's Insider website. -When discussing investments in digital programs like this one,we have to consider the repercussions behind committing to ongoing costs when taking these on. -We have talented programmers here on campus who can help further customize IGOR to our specific needs. -At this time, there is no decision regarding utilizing the new governance document system the district selects in the RFP. -REQUEST: IGOR Training for all constituency groups/councils to ensure their secretaries and executive teams understand the basics behind the system. The intent would be to cover enough of the intricacies of the system so those who attend the training would feel educated enough about the system to comfortably make requests for updates/changes. -ACTION: Koue to schedule a meeting to further discuss IGOR from the lens of programming opportunities and

		training
Distance Education Project Team Charter	David Miramontes-Quinones	The Charter is still being reviewed by Academic Senate -Plan to bring it back to our April 13th ELT for consensus.
Dual Enrollment Project Team Charter	Angela Daroy	-Please let Angela/SSC Reps know if you would like the team to come to your constituency groups' meeting -SSC Representation (Angela/Neue) attends Academic Senate on 3/12 to talk about gathering feedback and doing a first read. -Table for the ELT meeting on April 13th.
IEPI Deadline Approaching	Lisa Cardoza	-IEPI Proposals due for the PRT Team on March 5th -We would like to use this to help us be more efficient/effective related to our governance process/structure
Faculty Representative on Operations Council	Academic Senate	Request made: Senate Representative to have a Faculty Tri-Chair on the operations council due to the high impact of the work they do on the faculty and to 10+1 Title 5 requirements of a Faculty voice in "10. Processes for institutional planning and budget development " since we are the only campus, including district, that does not have a budget committee.
Food Service Operating Hours	Koue Vang	Brief discussion about the general desire to have food services open longer than they currently are on campus. This came from the question of whether the new bookstore contract with Barnes & Noble would include a cafe in the space, which they have in some of their storefront locations.
HOTEP Consultants Presentation	Brenda Valles	-Time Certain - 4:30 p.m. -We are working on scheduling a time to share this with the entire campus community the week of April 13th. More details to come.

ITEMS FOR FUTURE CONSIDERATION:

Topic	**Contact Person**
Homecoming 2026 -Preliminary planning is beginning this month! We are still waiting to get the fall football schedule and as soon as we do (hopefully this month), we will be narrowing down dates and developing a save the date to share out with the campus community asap. -Amanda has met with the ASB and CAEB Presidents to discuss the development of a student homecoming committee, student engagement throughout the week, and the selection of a theme for this years' festivities. -More info to come soon!	