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: 09/14/2026 **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: David Miramontes-Quinones, Angela Daroy, Koue Vang, Sarah Lehmann, Veronica Lopez, Alisa Shubb, Liz Geisser, Shelvina Singh, Brenda Valles, Tim Reilly, Kaitlyn Collignon, Connie Ayala, Carissa Thomas, Haniyah Saeedi, Aila Faiz, Amanda Lewis	
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	David Miramontes-Quinones	-Brief introductions for the first ELT meeting of the semester!
Leadership Report	David Miramontes-Quinones	-IEPI Preparation for Monday October 5th -Amanda will be in contact with the exact timeframe for each lead regarding their visit -The current schedule would request all of ELT to attend the kickoff from 8-8:50am that morning. Following that, there would be 50 minute timeslots for each senate/council leadership group throughout the day. We are still confirming exact times and needs. -Thank you to everyone who helped our community through the peoplesoft outage
Constituency Group highlights: ASB Senate/CAEB	Haniyah Saeedi, Aila Faiz	-ASB -Board is almost full -Getting members appointed to the different committees and councils -Working on increasing student engagement and tabling on campus -Had a meet and greet during fall kickoff -Planning to do classroom visits this year -Working on student advocacy -Stipends resolution -Students on faculty hiring committees -Voter Registration Efforts -16 students going to CCCSAA in October -Building connections with SSCCC and Affordable Access (they attended their ASB orientation as guest speakers!) -CAEB -Club Day kickoff is tomorrow along with Voter Registration Day -Stem Quad 9am-2pm on Tues Sept. 15th -Goals this year -Collaborate more with ASB especially through social media -1:1 Meetings with board members to increase communication -Board is almost full! -23 clubs have been chartered -Still receiving more requests
Constituency Group highlights: Academic Senate	Veronica Lopez, Daniel Slutsky, Alisa Shubb, Mieke San Julian	-Discussed Davies Hall Site Plan Security Assessment -Actively appointing faculty to Homebase, Dual Enrollment, and Distance Education Project Charters -Affirmed Native American Graves Protection and Repatriation Act (NAGPRA) Policy 7910 and affirmed Human Remains Policy 7920 -Discussed Peer Review Team Process -Center for Teaching and Learning (CTL) Liaison shared

		updates on the amazing work being planned -Discussed Faculty Prioritization timeline -October 22nd will be designated date for Faculty Prioritization Presentations (Tentatively 2:30-5:30pm)
Constituency Group highlights: Classified Senate	Carissa Thomas, Shelvina Singh, Liz Geisser, Kevin Porter, Arionna Jai-Johnson	-Volunteers for shared governance councils and project teams are being recruited -Shared the Dos and Don'ts reminders for our new senators related to personal political advocacy -Preparing their questions for the chancellor's visit to their meeting in December -Mentorship Program has launched! -Stickers are out for caring campus! -There are many concerns about parking closures for staff parking spaces -Presented idea of a shuttle -Moved this discussion to the Operations council
Council/Project Team highlights: Institutional Effectiveness Council	David Miramontes-Quinones, Connie Ayala	-Project Teams Update -HomeBases Project Team -Distance Education Project Team -Still working on memberships from our senates for each of these groups -Revising Institution Set Standards (ISS) -Data Disaggregation Based on New Rubric from ACCJC -Accreditation Midterm Report
Council/Project Team highlights: Student Success Council	Angela Daroy, Neue Leung, Dianne Cervantes	-We completed an overview of the Student Success Council and membership, as well as member roles -Discussed a need for DSPS representation on the council -Discussion with the Bookstore - including FLEX ideas, involving faculty -Discussed how to improve OER access to students - printing solutions -Dual Enrollment Project Team - recruiting members -Next Time: We will explore Student Success Data with the ARC Research Team
Council/Project Team highlights: Operations Council	Koue Vang, Sarah Lehmann, Tim Reilly	Has not met yet, their next meeting is Sept 23 -4th Tuesday of each month -During that meeting they will discuss charters for two project plans at that meeting: -Sustainability -Technology Master Plan

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
IEC Charter Update Approval (See document attached)	David Miramontes-Quinones & Connie Ayala	Approved!	-Changes made to this version were created to mirror the other two councils to start the steps for nominations regarding a classified tri-chair -Request: Create a footer for "Fall 26 - Spring 28" as a reindeer to review in spring 2028 for Fall 28 through the three year cycle (implemented) -Action: APPROVED during this meeting

DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
-Marketing Requests - Reminder about submissions	Kaitlyn Collignon	-All marketing requests are now routed through service central -Marketing requests include social media requests, beaver bites requests, etc.

ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person
Spring 27 ISER Workshop: Spring 27 Prep Session -Wed, February 10th -1-5 pm -In-Person (Location TBD at ARC) -ISER is the Institutional Self Assessment Report - a large report we submit every 7 years for accreditation. -This will be the first training session for this report, all 4 colleges will be receiving this training in February	Brenda Valles