

President's Cabinet

McKinley Williams

Notes

November 29, 2006

President's Cabinet Notes
Wednesday, November 29, 2006
9:30 a.m. to 11:30 a.m.

Present: Terence Elliott, Carol Maga, Mariles Magalong, Mercy Pono, McKinley Williams

Absent: Raja Hudson

Guest: Frank Davis, Facilitator for All College Day

Item	Outcome
1. Constituency Reports from Academic Senate, Classified Senate and Students	<p>Raja left a message by phone for her report. Mack read the message to the group that included the ASU upcoming events--World AIDS Day on December 1st and Spa Day is on December 6th. ASU will be discussing and taking a position on the community college ballot initiative to lower fees. ASU would also like to co-sponsor with the classified senate in March a Women of the College event.</p> <p>Mercy reminded everyone of the Winter Retreat this Friday, December 1st at 2:00 p.m. at La Strada restaurant. She also mentioned the recent edition of the "Highly Classified" and said the classified staff is going to publish this on a more regular basis.</p> <p>Terence brought in the coffee table size, glossy Career magazines printed by LMC. He showed everyone the centerpiece focusing on all of the LMC's programs and how much money students would be able to make in a particular career upon graduation. Terence also pointed out the excellent profiles on students. Terence continued his report stating the senate would like to focus on issues such as academic freedom. He is also promoting themed semesters where a common theme is chosen and incorporated into classes throughout the semester. They are also revisiting their constitution and will draft a new one in January. They are hoping to work closely with the union now that Jeffrey Michels is the United Faculty President. Mack mentioned the CAG (Classroom Assessment Group) formed years ago in the faculty ranks where faculty got together periodically to discuss teaching and share classroom ideas with each other. There was also a "brown bag" scheduled regularly where speakers came to campus for the faculty. There was much discussion about promoting more faculty involvement in activities outside of the classroom. This discussion expanded to include students and classified. It was decided to add "Enhancing Intellectual/Collegial Campus Exchange" to the College Council agenda for further discussion on this topic.</p>
2. Forum Updates - Student, Community and Staff	<p>Mack distributed and reviewed with everyone the results from the community, staff, and student forums. After some discussion, it was decided that more detailed information would be added to the community outcomes as in the staff outcomes and the student outcomes would be formatted to resemble likeness to the community and staff forum outcomes.</p>
3. All College Day Agenda	<p>It was agreed that everyone participating in All College Day will receive the results from the forums, the summaries from the environmental scan and student and staff surveys as well as the district strategic initiatives. It was decided that Frank Davis will send us a separate detailed agenda for the development of our strategic initiatives for the next five years and this agenda will be included in the All College Day Program. The breakout groups will be</p>

	narrowed from the drafted traditional 16 groups to 8 groups. We will try to orchestrate the groups so that at least one employee who participated in one of the previous forums (community, staff or student) are placed in one of the 8 groups. This will help with the efficiency of the process. Someone in each of the 8 groups may volunteer to be the recorder. The recorder will write their group's three to five responses on easel paper located in their assigned breakout room. The responses do not have to be detailed nor written in a complete statement format. The 8 leaders will have the opportunity to present their responses once we reconvene in LA-100. Once the 8 groups reconvene in LA-100, Frank Davis will facilitate the employees to condense the responses so there are no duplicates. As in the community and staff forums, we will use voting by dots to prioritize the most popular areas of focus for the next five years for our strategic initiatives. We will use selected employees to help us "wordsmith" the initiatives, and then bring those initiatives to College Council for final tweaking. Once College Council has tweaked the initiatives, we will send them back out to the college community for final approval. President's Cabinet agreed to have name tags for everyone to write their first name for easy identification on All College Day.
4. College Council Agenda - Dec. 13, 2006	Unfinished Business - (Invite Stephanie O'Brien from Dovetail) a. Report and Final Selection from FFE Committee b. Energy Management Report - Recommendations from Operations Council c. Solar Panels - Voting Results New Business a. Enhancing Intellectual/Collegial Campus Exchange
5. Ralph Black - Student Debt Report	Carol reviewed the Ralph Black, State Attorney, student debt report. We have to try to bring our accrued student debt down. Both DVC and LMC drop students before the beginning of the semester if they have outstanding debts. We can be penalized if we do not collect the enrollment fee. We are working on finding a process that will allow our students some flexibility in paying their incurred costs without having to drop them before the semester begins.
6. Guidelines for Student Election Trustee	Carol reviewed the new legal proposal that suggests voting from all campuses and rotation only apply to actual candidates.
7. Purchasing Brochure from D.O.	Carol distributed a copy of the new district purchasing brochure that should be given to vendors when applicable.
8. Other	The Path of Travel will hopefully be completed next week. There was some discussion about the unsightliness of the handrails. Carol will see if they can be painted.

Meeting adjourned at 11:30 a.m.
Respectfully submitted,

Melody Hanson
Senior Executive Assistant to the President