

To: President's Cabinet

From: Daniel W. Henry

Subject: Notes

Date: January 27, 2012

President's Cabinet

January 27, 2012

9:00 a.m., President's Conference Room

Present: Rodney Wilson, Wayne Organ, Dan Henry, Erika Greene, Donna Floyd

Absent: Mariles Magalong

1. **Constituency Reports** – Students - Rodney reported it has been outstanding first week of the semester for the ASU. The ASU “welcomed” students this week, both day and evening students, at various locations on campus. The student senators are also surveying students on their way to classes. The survey was based student services offered on campus and also used to help establish a dialogue among students. Wayne suggested to Rodney that they also consider surveying students via the internet. Rodney continued to report they are still working on student business discounts. Each senator has taken ownership to bring on some new businesses for our students to receive store discounts by using their CCC student ID card. Rodney said they are in the process of developing another student committee involving students from all disciplines to address policies and issues. This committee is not to be confused with the inter-club council whose main focus is campus activities. Rodney invited the constituency leaders to stop by and say “hello” to this new committee. Rodney continued to report that students from their ICC will attend a Leadership Conference next Saturday at UC Berkeley.

Managers - Dan reported on yesterday's Management Council meeting. There may be a possible delay in the construction of the new Campus Center due to seismic issues. The additional trenching may be done electronically so it is not so invasive to the campus. If the trenching results are positive, then there will be no delay in the construction of the Camus Center, but if the results are problematic, then this will require redesign work and additional expense. It was reiterated that deans connect to weekly construction meetings and we will re-commence sending out construction updates.

Classified - Erika reported for classified staff that they are continuing to work on offering the *COLORS* workshop to staff. This workshop enables staff to learn about their personal working styles and improve their communication skills.

Faculty - Wayne said he is creating a data base of faculty involved in the achievement gap strategies in order for faculty to share ideas and create chat groups. Wayne will be meeting with the senior deans at DVC and LMC regarding discussions on early alert interventions and ultimately with district IT to help implement an early alert system. Wayne will also work with students for their ideas on intervention measures as well as classified staff who will ultimately use the technology and implement the developed strategies. We need to identify students in need of critical support services and surgically target our resources to give those services to those students. Counseling, early intervention, personal connections are all things that keep students here. Donna said this is called “wrap around” services. Donna asked if Wayne is planning to document the process for accreditation purposes. Wayne replied affirmatively as he is creating a database of ideas and hopes to eventually develop a district-wide steering group. Dan praised Wayne on his efforts in this area. Dan also suggested we continue to look at possible interventions before classes begin. Dan asked if anyone who wanted could join the Achievement Gap Committee. Wayne said the Achievement Gap Committee is a subcommittee of the College Council and membership is developed through College Council. Rodney said Michael is open and welcoming to anyone who attends the meetings. Wayne also praised Michael's leadership on the Achievement Gap

Committee. Donna asked if there are notes come from the Achievement Gap meetings. Wayne replied that Michael takes notes. Wayne further reported that several faculty members are working several procedures.

2. **College Council Agenda** – Item No. 4 – Review of our Governance Process for Potential Modification was discussed. Wayne said this item was stalled in the Senate. There was discussion if this issue should be represented through the constituency leadership at College Council. There was discussion about how formal we want to be at College Council.

Assignments:

Melody will add *College Council Decision-Making Processes* to the agenda. Wayne will lead the 15 minute discussion. Melody will deduct 15 minutes from the 30 minutes originally allotted for Item No. 4.

3. **Budget Update** – Dan announced he will be attending a district budget meeting this afternoon. They will be looking at possible strategies to help alleviate the pain of our reductions. Currently, we have an approximate five percent reduction where we will not receive payment for FTES. If the governor's tax measure does not pass, then we are looking at closer to an 11% reduction.

Assignments:

Dan will report the results of today's district budget meeting at the next College Council meeting on Feb. 8th.

4. **4/10 Spring Break Schedule**– Dan said this topic is being discussed at the district level with bargaining units.

5. **CCC Financial Aid Suspension** – Rodney had concerns on how we are implementing the suspension of financial aid as it inhibits students from trying to waive their suspension in a timely fashion in order to receive financial aid to purchase their textbooks for the beginning of the classes. In order for a student to try to ameliorate the problem of their suspension, they must make a counseling appointment and counseling does not take student appointments until the first day of class. This creates a *Catch 22* for students as most are dependent on the financial aid to purchase their books and supplies for the semester. Once the student meets with a counselor, and the waiver is successful, the process may take to four to six weeks after that leaving the student without textbooks until they receive their financial aid. Donna explained that the holiday break is an intersession and faculty/counselors are not required to work during this time. There has to be some money to cover counselors working during the intersession. Rodney said the problem is also exacerbated by financial aid because they cannot determine which students are suspended until all of the grades are turned in.

Assignments:

Dan asked Donna to gather more information and how look at creative options to help students with this issue.

6. Other

Meeting adjourned at 10:10 a.m.

Respectfully submitted,

Melody Hanson
Senior Executive Assistant to the President