

To: President's Cabinet
Subject: Notes from 9-30-11 Meeting

From: McKinley Williams
Date: September 30, 2011

President's Cabinet
Friday, September 30, 2011
11:30 a.m. President's Conference Room

Present: Kelly Ramos, Wayne Organ, Rodney Wilson, Donna Floyd, Mariles Magalong, McKinley Williams

1. **Constituency Reports** – Wayne said the Academic Senate is working on Linger and Learn sessions planned for Fridays. This will include an exchange of ideas in an informal setting with brown bag lunches. This will be an informal think tank. Management and staff are welcome and Wayne will announce the location once they have found a venue.
 - Academic Senate is also looking at a peer review of SLO's assessments. Faculty feel peer reviews add more rigor to the assessments.
 - Academic Senate is also working on a small campaign within the faculty ranks to leave classrooms on time and erase the boards and place chairs back where they belong. They are trying to raise consideration on a faculty level. Donna said those behaviors would help the custodial staff as well. Wayne ultimately wants to gather all of the best faculty practices and distribute them among all faculty. Donna said there was a flex workshop based on best practices and perhaps that might be an avenue to jump start this endeavor. Wayne said he is interested in creating a lot of think tanks. Mack suggested that any think tank sessions be recorded in order to remember the discussions and cull any good ideas so they may be shared. Donna said she attended the accreditation training session as our accreditation liaison and they talked about how accreditation has become an on-going process and not just an every six year visit. Community colleges are now held accountable to implement their accreditation reports. Wayne said we are now a thinking institution and not a manufacturing institution. Mack said the Linger and Learn strategies feed into our strategic initiatives, achievement gap, and other on-going campus endeavors.

Kelly said they had a meeting and discussed their budget. They are currently accepting grant applications from staff who want to attend conferences throughout the year. Kelly is very interested in having classified attend the *Colors* workshop that deals with communication. Five classified attended this workshop at the district-wide senate meeting. Kelly believes this would be a morale booster. This workshop categorizes people into colors: gold, green, blue and orange. Gold people are more type A personality, more business personality. Blue people are more emotionally intuitive. Green people asking questions for their thought process as they need to understand. Orange people are more outgoing, risk-takers and organized but not as organized as a gold person. Mariles said this activity ties into staff development activities and that managers have been encouraged to send their classified to at least one staff development activity this year. Kelly is hoping the *Colors* workshop could be done on a Friday. It costs about \$2,000 for 3 hours and will facilitate 20 people. This will be funded from classified senate monies.

- The Classified Senate is also planning a winter retreat.
- Kelly said we have five committees that lack classified representation. Kelly will speak to managers for their support of allowing classified to serve on these committees. There is a lot of fear with classified serving on committees and spending time away from their desks. Mack said the classified cannot continue to put the responsibility of all of the committee on the same seven or eight classified members. The responsibility has to be shared among a greater pool of

classified. Mariles said Lilly is on Senate and she has never participated before. Mack asked Kelly to send him the list of committees needing classified representation and he will ask for managers' assistance in encouraging classified to serve on those committees.

- Kelly continued to report there is a learning task force at the district level--4cd Leadership Institute. Kelly will encourage classified to participate in this Leadership Institute. The workshop is open to 20 district-wide employees.

Mack said managers are trying to identify at least one staff development activity for the year for their classified participation.

Rodney said they just completed a very successful Club Rush. The president of the student clubs is a great motivator and Rodney plans to continue to build on that motivation to maintain the club spirit throughout the year.

- The Fall Festival is scheduled for October 27th and they are hoping to include live music from the CCC All Stars Blues Band and Review.
- Rodney will submit students names for the Fall 2011 validation teams today.
- The ASU is also working on top ten best practices for students.

2. **Insight Portal/Student E-mail** – Rodney mentioned the frustrations with students and not being able to gain portal access because of inactive passwords. He can no longer log on with his regular password and he had to obtain a new password. Only 30% of students have logged in to the school's e-mail. Donna didn't know if that was an accurate reflection since that percentage was from last semester. Rodney said both Insight Portal and Student E-mail can be effective but currently they are ineffective and causing distrust among students.

3. **Budget** – Mack said we continue to discuss the budget in the Traveling Road Shows.

4. **College Council Agenda** – we will add professional development as a shared governance committee for 5 minutes. Wayne said he will have a timer at the next meeting. There was discussion that shared governance be changed to participatory governance. President's Cabinet decided to stay with shared governance.

5. **Achievement Gap** - Mack distributed the achievement gap trends. He explained how CCC completes an annual AARC report that is submitted to the board and State. The report shows how well we do with transfers, certificate awards, etc. We asked the district to view the results by each college in our district. Mack culled the numbers from 2009-2010 and 2010-2011 to show how much above or below the average our Latino and African American students are in comparison to the college average. The numbers were discussed as they reflect a decrease for the 2010-2011 year. Mack will make a copy of the entire report and send it electronically to president's cabinet members. Wayne asked if these are the numbers we are looking to change for our achievement gap measures. Mack said the AARC report is used to look at comparisons from other colleges. Mack said we don't look at persistence rate on the AARC report.

6. **Seismic Issues** – Mariles said we had consultants perform seismic studies of entire campus. They looked at the entire risk level. We have three buildings at the highest level. Mack distributed the cost analysis. Thomas Thomsetti estimates it will cost 5.5 million to seismically retrofit all of the buildings; however, Ray Pyle says it will cost 6.5 million. We have some monies in bond funds for these remediations for these buildings. Biosci, PS, Football press box and the maintenance warehouse will be retrofitted out of bond monies. The AA building will be retrofitted when the new SA building is completed since many of the offices in the AA Building will be relocated into that new building and

therefore we will remodel the AA Building with new classrooms and seismically retrofit the AA Building at that time. Wayne had concerns about what number of remediation the buildings will have after retrofitting. We will use RDA funds for some types of other buildings on the list. The remaining buildings on the list will be part of an application process for State funding. The list also reflects an estimated timeframe for completion. Mariles said we will schedule these retrofits so they will cause the least disruption to classes.

7. **Achievement Gap Report** – Kelly said the committee will talk to counseling about new student options. Rodney said the committee is discussing service learning and in what ways does service learning fit in to complement the achievement gap. Wayne said the issue is there are not enough counselors to provide every student with an ed plan in a timely manner. Counseling now recognizes that faculty need to assist in this endeavor so that every student may have a ed plan. An ed plan will alleviate the problem of students taking classes they do not need or taking classes they are not interested in. Wayne said counseling is becoming more participatory in these discussions. The Achievement Gap Committee will develop a plan that will include faculty advising. Mariles said there is some money for the achievement gap and the Achievement Gap Committee will develop a budget to accompany their proposal. Wayne had concerns that the achievement gap monies will be used for something that is unsustainable and he wants to ensure the proposals are able to continue after a couple of years of implementation. Kelly said Dionne is excited about faculty advising because the counselors will then have more time to perform counseling. Counseling is sensitive to the issue of advising and counseling. Donna asked if the achievement gap committee has made a list of their strategies. Wayne said Michael has listed them. We are trying to bring everything to the table, basic skills, district, etc before finalizing a proposal.

Meeting adjourned at 12:55 p.m.

Respectfully submitted,

Melody Hanson
Senior Executive Assistant to the President