

SUMMARY NOTES

Attending

Provost and Executive Vice Chancellor Dolores Durán-Cerda; Presidents David Doré, Morgan Phillips, and Lorraine Morales; Vice Chancellors Lisa Brosky, and Bill Ward

Not in Attendance

Chancellor Lee Lambert; Executive Vice Chancellor David Bea; Provost and Special Assistant Esperanza Duarte; General Counsel Jeff Silvyn; Vice Chancellor Dan Berryman

Guest

Michael Parker, Mays Imad

Non-Voting Members

Keri Hill, Denise Dudoit

1. ELT Priorities

a. Educational Master Plan/Facilities Master Plan (Dolores Durán-Cerda, Bill Ward)

No updates were given.

b. Board Packet Review

Members of the ELT reviewed the agenda for the September Governing Board meeting and briefly discussed items of note including a proposal to purchase property near Downtown Campus, termination of an agreement with Green Valley, and a letter to the Board from PCCEA.

2. Presentation: Teaching and Learning Center of Excellence

Faculty Senate President Michael Parker and Member-at-Large Mays Imad met with the ELT to present a proposal requesting the creation of The Teaching Learning Center (TLC). The TLC would align with the College's mission and vision statement and would serve as a resource for the academic community.

The ELT is in favor of the TLC and voted unanimously to approve the concept. It was also agreed Dr. Parker and Dr. Imad would work with the Presidents, Provost, and EVC to develop a timeline for implementing the TLC.

3. DACA Discussion (Dolores Durán-Cerda)

In light of a recent decision to eliminate the DACA program, the College will work to determine if there is a formal effort underway to support a legislative solution. A fact sheet will also be drafted to address rumors and provide talking points for faculty to use if they receive questions from students. The message to the College's students now is they are safe, able to receive financial aid, and no changes have been made.

4. Approval of Summary Notes - August 15, 2017

The summary notes were approved.

Members of the ELT would like an update on the process proposed by Human Resources to transition temporary employees into regular, part-time positions.

5. Strategic Initiative Requests (Dolores Durán-Cerda)

The requests listed below were approved.

- a. Financial Aid Verification - need to get Karrie to a place where she is focused on using fewer manual

processes

- b. Initial Academic Leadership Training
- c. Enterprise Systems - SQL and Crystal Reports Training
- d. Catalog and Curriculum Management System
- e. ICM Crisis Management Training
- f. Achieving a Dream - Integrated advising and Student Support Institute

6. Hiring Justifications (Dolores Durán-Cerda)

The justifications were reviewed and discussed, including the feasibility of contracting or outsourcing some services of the College, and the increasing need to discuss the level of service the College should provide.

7. ELT Meeting Schedule (Dolores Durán-Cerda)

This item was tabled to a future meeting.

8. ELT Retreat Follow-up (Dolores Durán-Cerda)

This item was tabled to a future meeting.

Meeting adjourned at 4:00 pm.

Next ELT Meeting:

TBD