

Leadership Council

Minutes

Friday, November 20, 2020 at 9am

ZOOM

Attendees:

Council Members: Jeanne Swarthout; Judy Yip-Reyes; Jessica Kitchens; Gail Campbell; Amber Hill; Nicole Ulibarri; Peggy Belknap; Donna Krieser; Pat Lopez; Jeremy Raisor; Rickey Jackson; Curtis Stevens; Josh Rogers; Ann Hess; Wei Ma; Jennifer Bishop; Kevin Jones; Maderia Ellison; Jessica Clark.

Others Present: Denise Rominger; Ryan Jones; Rhonda Paladino; Susan Jamison; Gary Santillanes; Cassie Dows; Melody Niesen; Ruth Zimmerman; Betsy Wilson; Lauren Maestas; Allison Landy; Robert Johnson; Susan Jensen; Daphne Brimhall; Elizabeth Oliphant; Rebecca Hunt; Richard Strickland; Tamara Osborne.

1. **Call to Order:** Interim President Swarthout called the meeting to order.
2. **Roll Call and Quorum Check:** Interim President Swarthout declared a quorum present.
3. **Review of Tasks from September Meeting:**
Interim President Swarthout reviewed the tasks from the September 18 meeting.
4. **Approval of Minutes from October 16 and 23, 2020 meetings:**
*Gail Campbell made a motion to approve the minutes from October 16, 2020 as written. Donna Krieser seconded. **The motion carried unanimously. Jeanne Swarthout, Peggy Belknap, and Pat Lopez abstained.***

*Rickey Jackson made a motion to approve the minutes from October 23, 2020 as written. Pat Lopez seconded. **The motion carried unanimously. Jeanne Swarthout abstained.***

5. **Old Business:**

- A. **Professional Development Procedure**

No Update.

- B. **SSA Recommendation**

Ryan Jones provided a brief recap on what the Student Success Alliance (SSA) is and why they were making the proposal reiterating that the group is there for consultation and not as decision making body. Ryan walked the council through changes that had been made from the draft recommendation presented in October with help from Melody Niesen. A lot of additional details had been added on the subgroups of the SSA and what each would be focused on.

Allison Landy suggested that SSA group members should also consider attending meetings of other groups at the college, upon request, when the group may have ideas on student success. Allison also mentioned that while the hope of assisting conversations moving out of silos is a good one, has the group considered researching the number of silos the college has to make sure everything is considered.

*Pat Lopez made a motion to approve the recommendation. Peggy Belknap seconded. **The motion carried unanimously.***

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C. Spring Convocation Speaker

Ryan Jones noted that Dr. Rob Johnstone had not been returning communications to him but still suggested a speaker, much like the DEI group put together for Fall Convocation, and asked for direction. While he had not researched anyone in particular he believes another suitable person could be found and they had multiple places to look.

Dr. Swarthout was in favor of an external speaker but suggested placing a time limit of one hour on any presentation as there would be a lot to cover at Spring Convocation.

*Pat Lopez made a motion for Ryan Jones and Melody Niesen to research an appropriate external speaker, for Spring Convocation. Gail Campbell seconded. **The motion carried unanimously.***

D. Payday

Lauren Maestas provided an update on the transition to Payday. An email would be sent soon on mandatory training sessions for both supervisors and all employees. Options for faculty would be set up for January also.

*Rickey Jackson made a motion to approve the action plan for Payday. Ann Hess seconded. **The motion carried unanimously.***

E. Tele-Therapy Recommendation

Josh Rogers reviewed the updated request to provide Tele-Therapy to students at the college with the recommendation to move forward with META.

Dr. Swarthout asked if discussion had taken place with VPAS Ellison on the use of contingency funds. VPAS Ellison confirmed there had been and she had provided feedback to the group.

Concern was raised on how a student would pay for visits after the 8 visits provided by the college were used and if the college should be charging students for healthcare in this way. Josh responded that he could work with META on the potential to utilize a student's insurance instead. HIPPA and FERPA concerns remain. Potential need to use contingency funds was also deemed problematic as was some of the data presented on potential use of services.

*Pat Lopez made a motion to return the recommendation to Josh Rogers for further discussion on confidentiality and funding options. Amber Hill seconded. **The motion carried with a majority vote. Josh Rogers abstained. Rickey Jackson, Jeremy Raisor, and Gail Campbell voted against.***

F. Integrated Strategic Planning

Dr. Swarthout recommended Leadership Council break out membership into subcommittees to deal with some of the specifics around strategic planning, before turning the time over to Judy Yip-Reyes.

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Judy provided the feedback received from students and external stakeholder groups on the current draft Mission, Vision, Values statements and the summary from college feedback. Judy also recommended a small task force be given the charge of providing a final draft by the December 18th meeting. The Board could then approve them at their January meeting.

*Amber Hill made a motion to form a small and temporary task force to refine the Mission, Vision, and Values statements to make a recommendation to Leadership Council at the December meeting. Pat Lopez seconded. **The motion carried unanimously.***

The council discussed membership for the ad hoc group.

*Pat Lopez made a motion to appoint Pat Lopez, Amber Hill, Allison Landy, Jennifer Bishop, Nicole Ulibarri, and a CASO member to be named, to the Ad hoc group on Mission, Vision, and Values. Amber Hill seconded. **The motion carried unanimously.***

Dr. Yip-Reyes displayed and reviewed the current draft of the College Planning procedure and asked how the council would like to provide feedback.

Dr. Allison Landy noted some additional language that will help those at the college fully understand the procedure once they have an opportunity to review it. Allison also noted that it needed to be reviewed with a DEI perspective.

6. New Business:

A. SPASC Priorities

Dr. Swarthout noted that the Strategic Planning and Accreditation Steering Committee was still noted in Shared Governance. The council mentioned that President Vest had a new draft available for review but left before action could be taken. Paul Hempsey will be asked for the latest draft of Procedure 2125 upon his return.

7. If there is time:

A. Food Pantry

Gail Campbell informed the group that the Food Pantry process is moving forward and payroll deductions will begin when Payday is implemented. Work will start with United Foodbank which will allow for purchase of food at a much-discounted rate making donations of money go further.

B. DEI

Dr. Allison Landy provided an update from the DEI group noting that contributors were being sought for the December newsletter. DEI would also like to continue the messaging to the entire college with the hope of time at Convocation again.

8. Adjourn:

President Swarthout declared the meeting over.

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Tasks

- Research an appropriate Convocation Speaker for Spring – Ryan Jones and Melody Niesen
- Review comments and revise Tele-Therapy recommendation – Josh Rogers
- Provide latest draft of 2125 to President Swarthout – Paul Hempsey