

Leadership Council

Minutes

Friday, April 17, 2020 at 1pm

ZOOM

Attendees:

Council Members: Mark Vest; Amber Hill; Taylor Lopez; Inez Schaechterle; Rebecca Hunt; Ann Hess; Nicole Ulibarri; Jeremy Raisor; Jessica Kitchens; Eric Bishop; Gail Campbell; Peggy Belknap; Judy Yip-Reyes; Josh Rogers; Kevin Jones; Rickey Jackson; Scott Estes (Proxy for Curtis Stevens); Jessica Clark; Debra McGinty.

Others Present: Paul Hempsey (Recorder); Ryan Jones; Betsy Wilson; Donna Krieser; Daphne Brimhall; Ryan Orr; Susan Jensen; Ruth Zimmerman; Diane Joe; Susan Jamison; Robert Johnson.

1. **Call to Order:** President Vest called the meeting to order.
2. **Roll Call and Quorum Check:** Paul Hempsey conducted a silent roll call and declared a quorum present.
3. **Approval of Minutes from March 27, 2020:**
*Rickey Jackson made a motion to approve the minutes from March 27, 2020 with the discussed amendment. Ann Hess seconded. **The motion passed unanimously.***
4. **Review of Tasks from January Meeting:**
President Vest reviewed the tasks from the March 27th meeting.
5. **Old Business/Review of Tasks:**
President Vest noted the closing of an RFP for Security Services for college locations. Another is under development for Payroll and leave tracking services. President Vest also discussed what would be happening in the interim to assist mostly faculty.
6. **New Business:**
 - A. **Pathways**
Ryan Jones, working from a Pdf document shared with the group, gave a brief history of the task that he was given and how the group formed to research the task developed the recommendation being brought to Leadership Council today. Ryan noted how the committee had evolved and was currently divided into smaller groups and working on different aspects of implementing and maintaining a pathways model.

Ryan provided an initial timeline (developed prior to the coronavirus impact) showing where the college currently is and where the committee feel the college should go from here.

Ryan admitted to being a Guided Pathways skeptic at the beginning of the task but was now a strong proponent of creating and implementing our own pathways model. If implemented thoughtfully and with college buy in it will be excellent for our students.

The committee discussed getting buy-in from the college, resources available to the committee to learn more, changing mindsets and willingness to move towards new ideas and/or trying failed ideas from the past.

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Minutes

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B. Future of Pass

Josh Rogers presented a recommendation from the PASS team and the committee discussed concerns and Josh answered questions.

Eric Bishop moved to accept the recommendation with the modification of language to create an all-inclusive group for the HDE 105 course and the details of the course are evaluated at a later date. Inez Schaechterle seconded.

During discussion President Vest asked who would be tasked with setting up the faculty led group. Josh Rogers suggested the PASS committee believed it would be the Student Success Alliance (SSA). Questions were raised on where SSA will fall in the Shared Governance process. Jessica Clark commented that it should remain with the Director of Student Services until SSA was able to take over.

President Vest also asked what happens to the actual course. Josh provided a history of the course, it's passing through the Instructional Council and being taught primarily by advisors. The committee discussed the interim period for HDE 105 till SSA could potentially take it on.

The motion was approved unanimously. Jeremy Raisor abstained.

C. Professional Development

Rebecca Hunt reviewed potential inequalities to the Professional Development process particularly to Maintenance and TAS employees. Eric Bishop suggested researching Continuing Educational Units as a model.

President Vest presented a draft Professional Development Procedure he created in 2017 with suggestions that could help. The new Chief Human Resources Officer will be tasked with taking this on.

Rebecca will draft a new Procedure, with the help of others in the group, and present to Leadership Council at a future meeting for action.

D. Adoption of the Integrated strategic planning framework

Judy Yip-Reyes started Part Three of the Leadership Council's training on Integrated Strategic Planning starting with a recap of the Logic Model the council liked from the March meeting as a starting point. President Vest asked which group, currently formed or completely new, should take on the budget review and approval process and there was general consensus that it should be Leadership Council.

Jessica Kitchens acknowledged the fact that the Strategic Planning and Accreditation Steering Committee was missing from the model and were working on a recommendation for Leadership Council from discussions they had in their meeting.

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Judy presented a recommendation on how to approach the development of a new vision for the college and two sets of questions for the committee to review. The committee broke out into smaller groups to discuss the second set of questions. When they reconvened as a larger group Judy noted the answers from each breakout session (see document below).

The group discussed revisiting the college Mission along with the Vision, even if it does not change, with drafts ready for Convocation. Input will also be required from students and external stakeholders.

*Gail Campbell made a motion to adopt the Strategic Planning framework presented. Josh Rogers seconded. **The motion passed unanimously.***

E. Approach and timeline for developing a new college vision

Discussion took place above.

*Kevin Jones made a motion to approve the approach and timeline as presented. Eric Bishop seconded. **The motion passed unanimously.***

F. Ownership of the Integrated strategic planning process

Discussion took place above.

*Eric Bishop made a motion to have President Vest, Judy Yip-Reyes, and Jeremy Raisor lead the strategic planning process and include whoever they felt is necessary. Gail Campbell seconded. **The motion passed unanimously.***

7. Adjourn:

President Vest declared the meeting over.

Tasks

- Professional Development Draft – **Rebecca Hunt**

Leadership Council Discussion – Integrated Strategic Planning

In the small breakout session, please make sure everyone has a chance to speak and share his/her perspective. Please prepare to share with the big group a summary of your discussion. Please limit your summary to 5 minutes.

1. Thoughts on Proposed Implementation Framework
 - a. Are we ready to adopt this framework?
 - b. If not, what areas do we need to focus to tailor this framework? What would you suggest to modify the framework to keep things moving forward?
2. Thoughts on Timeline and Approach for Developing the Vision
 - a. Could we move forward with the proposed timeline and approach?
 - b. Any suggestions to improve?
3. Thoughts on Designated Ownership of the Planning Process
 - a. Would it be beneficial having a designated someone or very small group to oversee the entire planning process OR would LC be comfortable to take on that role?
 - b. If we need to have a designated someone or a very small group to oversee that process, who would you recommend?

<p>Group 1- 1a. – yes, ready to adopt except we may need to tweak 2 – Need to revisit mission and vision, don’t want to spend as much time. Can do in a semester. Need input from DGB and external constituents. 3 – IE responsible for/lead planning, but can have a couple from SPASC or LC (planning point person – 5-person overseeing the process), but may need a back-up plan</p>	<p>Group 2 – Pretty close to Group 1 summary. 1a – yes, ready to adopt 2 – Aligned with Group 1. Main focus on 3 – concern that too much focus given to one already established department or group may pull away their time. Idea of forming a small group (may be rotated group).</p>
<p>Group 3 – 1 – agree a good framework, could move forward; concern – some of the different groups/processes not clearly defined with roles and responsibilities (avoid duplication of effort); Budgetary process has to move closer in the process; the framework does not have a timeline but we need to have a deadline for hiring decision and working backward 2 – timeline and approach based on the flow chart not work out for this year; not enough time to place budget decision off of this timeline (Sept/Oct) – budget process not likely to tie to vision 3 – did not really get to discuss this much; potentially have Strategy Review Team having some ownership over certain process</p>	<p>Group 4 – 1 – ready to adopt except we need to have the mission and vision statement first; also read the “vision-driven leader”; need to have the end and work backwards 2 – We should start this yesterday; ready to adopt the timeline, even moving some components up; we should not be too lenient. 3a – in an effort not to slow things down, should keep LC to oversee the process rather than designating another group; 3b – whip behind the bull;</p>