

STATE CENTER COMMUNITY COLLEGE DISTRICT

Summary of Meeting of Chancellor's Cabinet

February 1, 2012

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| <u>Present</u> | Deborah Blue, Gurdeep He'bert, Robert Fox, Greg Taylor, Ed Eng, Mitjl Capet, Terry Kershaw, Brian Speece, Randy Rowe, Tony Cantu, Teresa Patterson, Nina Acosta, Barbara Martin, Anne Watts, Doris Griffin, Jothany Blackwood, Diane Clerou |
| <u>Strategic Conversation Planning</u> | <p>Diane Clerou reviewed the responsibilities for the facilitators and the recorders. A facilitator and two recorders will be pre-designated for each table. A presenter will be selected by participants at each table to report out to the whole group at the end of part I and part II.</p> <p>Cabinet reviewed the themes identified at the visioning session.</p> <p>Ms. Clerou reviewed the script, ground rules, and the agenda.</p> <p>Dr. Blackwood stated 130 people have responded that they will attend the event.</p> <p>Dr. Blackwood reviewed the draft invitation and invitation list for the March 1, 2012, charette. Dr. Patterson and Barbara Martin will coordinate with Dr. Blackwood on establishing a list for both external and internal stakeholders. Mr. Fox and staff will be responsible for the mailing the invitations and responses.</p> |
| <u>February 7, 2012 Board Agenda</u> | <p>Ms. He'Bert reviewed the SCCC Foundation presentation. She will make the recommended changes to the presentation and bring it back to Cabinet on February 6 for final review.</p> <p>Ms. Watts reviewed the California Endowment Project presentation.</p> <p>Dr. Blue advised Ms. Watts to be prepared to answer questions regarding the sustainability of the project and if the district has any financial obligations once the grant funding has expired.</p> <p>Cabinet reviewed the board agenda for February 7, 2012.</p> |
| <u>Administrative Regulation 2410</u> | This item will be moved to the February 6, 2012, Cabinet meeting. |
| <u>Enrollment Management</u> | Mr. Eng and Ms. Griffin reviewed 2011-2012 enrollment targets with Cabinet. |
| <u>Sabbaticals</u> | Mr. Cantu stated the process for sabbaticals at FCC is complete. He asked if there will be further decisions on sabbaticals. Dr. Capet and Dr. Kershaw will check on the status of the process at their campuses. This item will return to the February 6, 2012, Cabinet meeting. |

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Guest: Jon McPhee

Strategic Conversation Planning Diane Clerou reviewed the agenda and table assignments for the Strategic Conversation.

Dr. Blackwood reviewed the draft invitation letter and the process for the Charette.

Cabinet will continue to meet at 1:30 p.m. and begin the meeting with the Charette discussion until February 27, 2012.

February 7, 2012 Board Agenda Ms. He'Bert reviewed the SCCC Foundation presentation.

Administrative Regulation 2410 Mr. Taylor reviewed Communications Council's proposals for changes to AR2410.Cabinet proposed additional language changes for the administrative regulation. The draft will be reviewed at the next Communications Council meeting on February 28, 2012.

Districtwide Manager's Meeting Mr. Fox confirmed the date for the next districtwide managers meeting for March 2, 2012. The meeting will focus on general business of the district. The June meeting will focus on professional development.

Enrollment Management Mr. Eng reviewed information regarding the mid-year reduction plans and 2011-2012 enrollment targets.

Sabbaticals This item will be moved to a future agenda.

Public Information Requests Mr. Eng reviewed an email request for district information. Mr. Taylor stated the obligation is to supply the information, not to format it in the way the information is requested. Mr. Taylor stated the district has an obligation to respond within 10 days, not to produce the documents.

Cabinet meeting The next Cabinet meeting will take place on February 21, 2012 at 9:30 a.m. in the DO conference room. The focus of the meeting will be the budget study session scheduled for February 21, 2012