

**STATE CENTER COMMUNITY COLLEGE DISTRICT**  
**Summary of Meeting of Chancellor's Cabinet**  
**October 1, 2012**

Present	Deborah G. Blue, Deborah Ikeda, Michael White, Tony Cantu, Teresa Patterson, Greg Taylor, , Ed Eng, Diane Clerou, Gurdeep He'bert, Robert Fox, Brian Speece, Nina Acosta, Jothany Blackwood
<u>2012-2016 District Strategic Plan Matrix</u>	<p>Dr. Blackwood stated the dates for operational planning training will be October 4 at 9:00 a.m. and 1:30 p.m. She asked Cabinet members to attend one of the sessions. The Society for College and University Planning (SCUP) integrated planning institute is set for January 30, 31 and February 1, 2013.</p> <p>Dr. Blackwood asked for input on the strategic plan matrix. Ms. Ikeda recommended adding the mission to the matrix. Cabinet will submit their recommendations by October 12.</p>
<u>October 2, 2012 Board Agenda/Presentations</u>	Cabinet reviewed the presentations for the October 2, 2012 board meeting.
<u>Board and Chancellor's 2012-2013 Goals</u>	Dr. Blue reviewed the board's and chancellor's goals. A template detailing the chancellor's and board's goals will be provided to Cabinet members to track their and their campuses' progress in support of the goals. Dr. Blue will assign Cabinet members to the appropriate goal.
<u>Administrative Regulation 2410</u>	Mr. Taylor reviewed the draft of AR2410. He received comments from Reedley College's academic senate. Dr. Habib asked for additional time for the Fresno City College academic senate to consider the AR. Mr. Taylor will advise Mr. Ragan and Dr. Habib that Cabinet will consider the revised AR2410 for adoption during the October 15, 2012 Cabinet meeting. <b>This item will return to the October 15, 2012 Cabinet agenda for consideration.</b>
<u>New Trustee Orientation Workshop – Content and Timeline</u>	Dr. Patterson provided information and asked for input on a formal process for new trustee orientation. Dr. Patterson recommends scheduling meetings for the trustees with the campus presidents, associate vice chancellor of human resources, the vice chancellor of finance and administration, the personnel commission, the Foundation and the Chancellor. Dr. Patterson will meet with Dr. Blue to discuss the process. <b>This item will be placed on the October 15, 2012 Cabinet agenda.</b>
<u>Districtwide Management/Confidential Meeting Topics</u>	Ms. Clerou reviewed the schedule for the upcoming districtwide manager's meetings. The next meeting will take place on November 2, 2012. She asked for topic suggestions for the next meeting. Ms. He'bert suggested a topic focusing on sources for external funding. The discussion should

include cultivating relationships with potential donors. Mr. Speece stated emergency preparedness needs to be on a future districtwide managers meeting, however November 2 is too soon. This training will take several hours. Dr. Blue recommended a presentation by CITD.

Strategic Planning for Districtwide Facilities Planning Committee Name Change and Charge

Brian Speece reviewed the operating agreement for the Strategic Planning for Districtwide Facilities Planning Committee. This committee has been in place since the last accreditation visit in 2005. Cabinet members recommended some additional language regarding the membership; move item B under the Duties and Functions section of the operating agreement; and change the committee name to "District Facilities Planning Committee". **Mr. Speece will take the operating agreement back to the committee to consider the recommended changes and bring the agreement back to Chancellors Cabinet for consideration after the committee's review.**

Preparation for Accreditation Visits

Moved to Chancellor's Cabinet Workgroup for Districtwide Campus and Center Impacts meeting.

P.G.&E. Energy Audit

Mr. Speece reported the P.G. & E. audit report is complete there's a list of projects recommended for districtwide for energy savings, for which P.G. & E. offers no interest financing for 10 years. Mr. Speece recommends providing the board with an update. An update will be placed on a future board agenda

Proposed Signature Programs Taskforce

Mr. Fox reviewed a draft for the signature programs taskforce. Dr. Blue asked if one of the recommendations was to establish a definition of a signature program. The document will be revised and sent to the campus president for comments. **This item will return to the October 15, 2012 Cabinet meeting.**

Negotiations Update

Diane Clerou provided an update on negotiations.

Districtwide Technology Taskforce

Dr. Blue stated she made some significant changes to the document. She asked for the committee members input. Cabinet made some additional changes to the document. **Cabinet approved the charge for the Districtwide Technology Taskforce as amended.**

Next Meeting

The next cabinet meeting is scheduled for October 15, 2012, at 2:00 p.m., District Office North, Room 301.

**STATE CENTER COMMUNITY COLLEGE DISTRICT**  
**Summary of Meeting of Chancellor's Cabinet**  
**October 15, 2012**

Present	Deborah G. Blue, Deborah Ikeda, Michael White, ,Teresa Patterson, Greg Taylor, Ed Eng, Diane Clerou, Gurdeep He'bert, Brian Speece, Nina Acosta, Darren Cousineau
	Absent: Tony Cantu
<u>Administrative Regulation 2410</u>	Mr. Taylor stated he did not receive comments from the Fresno City College and Willow International Academic Senate. Dr. Blue advised Mr. Taylor to contact Jeff Burdick and Claudia Habib for their comments and advise that Cabinet will consider AR2410 for adoption at the October 22 cabinet meeting.
<u>Classification Study</u>	Ms. Clerou provided an update on the status of the classification study.
<u>Board and Chancellor's 2012-2013 Goals</u>	Dr. Blue will send the assignments via email this week.
<u>New Trustee Orientation Workshop – Content and Timeline</u>	Dr. Patterson reviewed the draft of a schedule for the new trustee orientation. She recommended splitting the orientation into several smaller sessions. Cabinet will review the draft and provide feedback to Dr. Patterson. <b>This item will return to the October 22, 2012 Cabinet agenda.</b>
<u>Mass notification, prep and testing</u>	Darren Cousineau provided an update on the mass notification preparation and testing. He reviewed the six methods to communicate emergency notifications, and nine predefined notification messages. Mr. Cousineau said the testing of the mass notification system will occur at least monthly. Mr. Cousineau reviewed the system testing and proposed enhanced daily testing. To ensure the outdoor speaker system is operational, Mr. Cousineau recommends implementing tone system at the noon hour. Mr. Speece said the district is working on installing this system for district office north. Dr. Blue is concerned that the district does not yet have emergency drills scheduled for each campus.
<u>Format of Sabbatical Leave recommendations to Chancellor</u>	<b>This item will be deferred to a future meeting.</b>
<u>Volunteer Service Agreements</u>	Ms. Clerou and Mr. Taylor reviewed the current volunteer service agreement and the changes made to the form. Mr. Taylor suggested placing sample resolutions provided by ASCIP on a future board consent agenda.

Districtwide Enrollment  
Management Taskforce

Dr. Blue stated she will be meeting with Dr. Railey to discuss this item.  
**This agenda item will be moved to a future agenda.**

Proposed Signature  
Programs Taskforce

Dr. Blue moved this item to the October 22 cabinet meeting.

Negotiations Update

Ms. Clerou provided an update on negotiations.

District Resource  
Allocation Model  
Taskforce Update

Mr. Eng provided an update on the district resource allocation model taskforce meeting. The taskforce is currently working on phase two, including lottery and matriculation fund allocations. The next meeting is scheduled for Friday, October 19.

Mr. Eng provided an update on the forums at FCC and Willow International. Three additional forums are scheduled for the District Office, Madera Center, and Reedley College.

Technology Taskforce

Ms. Ikeda stated the first meeting will take place Thursday October 18.

Police Services Update

Mr. Speece provided an update on the police department.

Next Meeting

The next cabinet meeting is scheduled for October 22, 2012, at 2:00 p.m., District Office North, Room 301.

**STATE CENTER COMMUNITY COLLEGE DISTRICT**  
**Summary of Meeting of Chancellor's Cabinet**  
**October 22, 2012**

Present	Deborah G. Blue, Deborah Ikeda, Michael White, Tony Cantu, Teresa Patterson, Greg Taylor, George Railey, Diane Clerou, Gurdeep He'bert, Brian Speece, Nina Acosta,  Absent: Ed Eng Guest: Brian Olowude
<u>Mental Health First Aid</u>	Dr. Olowude reviewed the mental health first aid presentation with Cabinet. Dr. Olowude is recommending the district and campuses select participants for a 12 hour training program (6 from each campus and 3 from the district office including a student trustee). The training will be over two days. The proposed dates are November 16 and 17. The campus presidents will provide Dr. Olowude names for the training. Dr. Olowude needs the names by November 9, 2012.
<u>District Dean of Admissions and Records</u>	Moved to meeting following Cabinet.
<u>Draft November 8, 2012 board agenda</u>	Dr. Blue reminded Cabinet about the special board meeting on October 23, 2012. Dr. Blue reviewed the November 8, 2012 board agenda.
<u>New Trustee Orientation Workshop – Content and Timeline</u>	<b>Deferred to the October 29 Cabinet meeting.</b>
<u>Board and Chancellor's 2012-2013 Goals</u>	Dr. Blue reviewed the Board of Trustees and Chancellor's goal templates. <b>She asked for their feedback by Wednesday October 24, 2012.</b>
<u>Proposed Signature Programs Taskforce</u>	Mr. Cantu reviewed the draft charge for the signature program taskforce. The Vice Chancellor of Ed. Services and Institutional Effectiveness will assume the leadership of the taskforce. <b>Cabinet approved the charge as presented.</b>
<u>Technology Taskforce</u>	Ms. Ikeda stated the taskforce had their first meeting. They reviewed the CampusWorks and the College Brain Trust reports. They reviewed the 2000 Technology Master Plan and identified items that were not addressed. The next meeting is November 2, 2012.
<u>Administrative Regulation 2410</u>	Mr. Taylor recommended Cabinet adopt AR2410 as revised. <b>AR2410 was adopted by Cabinet.</b>
<u>Chancellor's Office</u>	Ms. Ikeda reviewed the status of the student success taskforce

Implementation of Student  
Success Taskforce  
Recommendations Update

recommendations and the student success and support program planning and implementation timeline. Dr. Blue recommends a future presentation to the board, in particular, what is happening at the campus level.

Negotiations Update

Ms. Clerou provided an update on negotiations.

Fresno Area Express  
(FAX)

Mr. Speece reviewed the City of Fresno's bus rapid transit (BRT) Blackstone/Kings Canyon Corridor project. The City of Fresno is requesting to make a presentation to the board. Dr. Blue recommended moving this item to the December board meeting.

Next Meeting

The next cabinet meeting is scheduled for October 29, 2012, at 2:00 p.m., District Office North, Room 301.