PRESIDENT'S CABINET
SUMMARY
April 24, 2024; 1:30 pm – 3:00 pm
LANGUAGE ARTS 115 | Teams Link

AGENDA ITEMS	SUMMARY
Employee of the Month (Nguyen) • Erika Romeo	• Kay presented the March employee of the month plaque to Erika Romeo, instructional schedule technician. Kay emphasized Erika's role as the driving force behind schedule adjustments, noting it's long overdue. • Meridith congratulated Damien Jordan for receiving the Faculty Excellence Award.
Prioritization of Classified Requests (Randall)	• President's Cabinet was tasked at the previous meeting to complete their rankings prior to this meeting using a Microsoft form. The form called for each position to be ranked 1 through 7, with 1 representing their highest ranked position. All members, which the exception of our student representative, submitted their rankings for the seven classified positions. The rankings were aggregated and prioritized from highest to lowest. The final rankings are as follows: 1. Outreach Specialist, Dual Enrollment (EE-119) 2. Public Safety Officer, Public Safety (EE-113) 3. Admissions & Records Specialist, Admissions & Records (EE-114) 4. Custodian Senior, Maintenance & Operations (EE-112) 5. Instructional Associate, Nursing (EE-115) 6. Financial Aid Specialist, Financial Aid (EE-117) 7. Counseling Assistant, Transfer Center (EE-113) • There were no additional discussions regarding the outcome of the rankings. Meridith mentioned that once the budget stabilized, there may be an opportunity to fill the first two positions. She also noted that swap meet funding could potentially be utilized for the public safety officer position.
Strategic Plan Evaluation (Randall)	• Meridith presented her personal evaluation of the strategic plan goals and strategies, grading them on an A through F scale. She indicated no rubric was utilized; rather, it reflects her personal assessment of the progress made this year. Lauren will undertake a comprehensive evaluation with metrics in the fall. These results will the development of the new plan. Goals/strategies that made no significant progress may necessitate the retention or removal if they are no longer pertinent. • Notes on the discussion can be found here. Discussion on goals 6 and 7 were deferred due to time.
Accreditation (Randall)	• No discussion. There is no new information since the previous meeting.
Budget Update (Hicks)	• We are still facing a budget deficit of 1.9 million for the upcoming year, and we are still awaiting clarification on the funding model from the district. Additionally, the May revise will be released on early next month. Paul Wisner will be retiring on April 30. A new Business Services Director will start May 6, subject to Board approval at the May 1 meeting.

Future Agenda Items (All)	• Mission, Vision, Values timeline • Strategic Plan • Committee membership • Review District's Strategic Plan metrics. • Faculty rankings and equipment requests for midyear • Program Review Request thresholds • Expectation for the Dean's on annual reports
Announcements (All)	• No announcements.

Chair: Meridith Randall
Recorder: Diana Retes
Participants:

President's Cabinet:
Kay Nguyen, Claudia Lee, Rick Hicks, Damien Jordan, Noah Levin, Pete Bouzar, Heather Dann, Therese Grande, Lauren Sosenko, Darla Nunez, William Tran, Bre Ritter

Guests:

Erika Romeo

Documents:

2023-24 Classified Requests - Prioritized List 1-7
Strategic Plan Evaluation