

# REDWOODS COMMUNITY COLLEGE DISTRICT

Executive Cabinet

Thursday, April 5, 2017 10:00 a.m.

SS204

## AGENDA

1. Standing Items
  - a. Accreditation\*
    - i. ACCJC Report: Institutional Set Standards
    - ii. Potential Accreditation Problems Findings: Standard I, II, III, IV
  
2. President – Keith Snow-Flamer, Chair
  - a. Brown Act – online agendas  
*All Brown Act meetings need to be put on the front page of the website by January 2019, they also need to be searchable. Johanna will look into using BoardDocs. Marty needs a list of all Brown Act meetings.*
  - b. Resource Request Review and Approval
  - c. Commencement  
*Keith, Wendy, Lee and Marty will be attending Eureka.  
Keith and Lee will attend Del Norte  
Keith will attend KT  
Angelina will be attending Fine Woodworking*
    - i. Supplemental Budget Request – Chairs  
*Every year the Commencement Committee like to do an upgrade, this year its chairs. We've have to rent them in the past. Cabinet would like to know how many are needed 100 or 200 and if we only buy 100 will we still need to rent. Lee will look for funding.*
  
3. Administrative Services – Lee Lindsey
  - a. Feminine Hygiene Dispensers  
*We will be installing new feminine hygiene dispensers around campus and the products will be free, when new produce is needed we will look to ASCR for funding.*
  - b. Student Union Planning  
*Discussions about long term planning for bookstore and dining area. Follett's contract is up this year. We will hope to renew for a year to provide time to finalize the Facilities Master Plan.*
  
4. Human Resources – Wendy Bates
  - a. Personnel Actions\*  
*Review the outstanding items with the resource request items*
  - b. Past Due Evaluations\*  
*Nothing to report at this time*
  - c. 4 day work week  
*Wendy to meet with Management Council to go over the approved CSEA agreement, every department has a different scenario*
  - d. Medial Parking (short term)  
*Student in the dorms asked about getting a short term medical parking spot near the dorms. Cabinet agrees. Wendy will contact facilities to get a sign and paint the spot.*
  - e. Emergency Response  
*Lee, Wendy, Burk and Keith will talk about a away to have emergency calls dial multiple locations at once.*

f. Benefits

*Keenan had to re-schedule. Timing is critical with open enrollment. Wendy to send out proposal to constituent leaders for review.*

5. College Advancement – Marty Coelho

a. Summer Session

*Marty has been added to Enrollment Task Force which will meeting this summer. The charge of the task force is big picture ideas.*