**REDWOODS COMMUNITY COLLEGE DISTRICT**

Executive Cabinet

Thursday, May 5, 2016 10:00 a.m.

SS204

AGENDA

1. Standing Items
	1. Accreditation
2. President
	1. Garberville

*The Board will discuss the Garberville site during open session at the June 7 BOT meeting.*

* 1. Budget Balance Options

*It is important to make the campus community aware that though we have come a long way with the budget there is still a long way to go. The projected budget moving forward has a deficit of over one million dollars. Cabinet discussed that layoffs would be the last resort and that prior to that being even considered many conversations need to take place with constituent group leaders. It was decided that a spending freeze should take place immediately for an undetermined amount of time. It was agreed that the best course of action moving forward was to be transparent*

* 1. Enrollment Analysis
1. Instruction & Student Development
	1. Faculty Search Update

*Dr. Snow-Flamer signed off on the new forestry position. The counseling positions are being advertised for the third time – strategizing on how to encourage a diverse pool of applicants.*

* 1. SARTCO Summary

*SARTCO agreements are going smoothly. Dr. Winter anticipates there will be one more meeting. The newest articulation agreement is CTE related.*

1. Administrative Services
	1. Smoking/PG&E

*There are a lot of PG&E employees who smoke. The lease states that the campus is non smoking zone – employees have been notified that the District is in the process of transitioning to 100% smoke free.*

* 1. Dining Request to Close during vacation

*Dining Services has requested a one week closure from May 30-June 5. Cabinet denied this request due to the fact that there will be classes in session and students on campus.*

* 1. Resource Requests asking for Permanent Budget Increases

*There are some areas asking for permanent budget increases but there is no mechanism to increase the budget permanently – they may be eligible for one time funding but nothing that would cover a multi year contract.*

* 1. Residence Halls Parking

*Over the summer the parking lot near the residence halls will transition to staff and residence hall residents only.*

1. Human Resources
	1. Investigations

*Ongoing – should have more information in the coming weeks.*

* 1. Space for Nursing Mothers

*This is in progress. In communication with Del Norte to establish an area on that campus as well.*

* 1. Manager Onboarding

*In the process of creating a manager onboarding program.*

* 1. Title IX

*Title IX language needs to be added to BP 3435. There also needs to be a page on the website no more than 2 clicks away from the home page for Title IX information.*

1. Institutional Effectiveness
	1. Merging TPC and FPC

*Dr. Hill asked if Cabinet would be comfortable with merging TPC and FPC. Cabinet was in agreement that this would be a good merger. Dr. Hill commented that Stephen will need adequate support to ensure that the meetings are attended regularly and are well documented.*

* 1. Student Equity Budget

*Dr. Hill asked VP Lee Lindsey for updated Student Equity Budget information.*

1. College Advancement
	1.
2. Miscellaneous