**REDWOODS COMMUNITY COLLEGE DISTRICT**

Executive Cabinet

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

SS204

AGENDA

1. Standing Items
   1. Accreditation\*
   2. Budget Forum Comments\*
2. President
   1. Summary of Adult Ed Meeting

*The roles and responsibilities of the Adult Ed staff were outlined and clarified. Tamara’s job title will change moving forward.*

* 1. Legislative Priorities

*Cabinet reviewed and approved the 8 proposed legislative priorities.*

* 1. Smith Award

*Dr. Snow-Flamer and Kimberly will work on drafting a procedure for how the award will be distributed and how the recipient will be determined.*

* 1. Communication of Governor’s Proposed Budget

*Information regarding the Governor’s Proposed Budget will be distributed via newsletter, blog, email, and it will be discussed at the BPC meeting.*

* 1. Dean of Research Planning…

*The salary for this position is being finalized. Job start date is July 1 and elevates accreditation to a higher level.*

1. Instruction & Student Development
   1. DeReg

*The District will be reaching out to students after the De-Reg via email and phone call to inform them of their options and to try to get them to re-register.*

* 1. Mark Renner

*Recovering from surgery. Keith will follow up with him to see how he is doing.*

* 1. Visioning

*Visioning Data will be sent to Roger Gelinas today.*

1. Administrative Services
   1. Bad Debt

*There is a lot of bad debt – primarily from the residence halls and athletes. In the future we need to create a housing application that includes more financial information.*

1. Human Resources
   1. Personnel Actions\*

*The full time temp position in the President’s office was amended to be a part time position.*

*Pre 1B in Human Resources from January 2017-June 30, 2017.*

* 1. Past Due Evaluations\*

*4 outstanding*

* 1. Holiday Party ($20)
  2. Childcare

*Childcare will be provided in the lobby of the CDC for the foster kinship family trainings that will be taking place. This will be paid for by Humboldt County.*

* 1. Confidential Comp Time

*We want to make sure that we are treating all employee groups the same as far as comp time goes. Look back and find out how we have done comp time in the past with past employees in the Confidential group.*

* 1. Insurance

*Company is looking at other insurance prices to see if there are more cost effective options out there. Blue Shield is more expensive than Blue Cross so the District may want to look into switching.*

* 1. Dining

*A temporary head chef was hired – they will have the opportunity to apply for the permanent position.*

1. College Advancement