



# EXPANDED PRESIDENT'S CABINET NOTES

**Wednesday, October 23, 2019**  
**10:00 a.m. - 12:00 p.m.**  
**Board Room**

## Members:

- ✓ Dr. Stephen Schoonmaker
  - ✓ Emily Anderson Moser
  - ✓ Cora Brownell
  - ✓ Vickie Donaldson
  - ✓ Ryan Galbraith
  - ✓ Debbie Goltz
  - ✓ Janice Gonzalez
  - ✓ Melissa Green
  - ✓ Kelly Groppi
  - ✓ Kent Gross
  - ✓ Jan Harris
  - ✓ Dr. Doug Haugen
  - ✓ Desiree Kaae
  - ✓ Angel Keen
  - ✓ Wayne Keller
  - ✓ Mark Klever
  - ✓ Cindy Martel
  - ✓ Darlene Melby
  - ✓ Nancy Miller
  - ✓ Dr. Burt Peretti
  - ✓ Dr. Char Perlas
  - ✓ Dr. Nathan Rexford
  - ✓ Theresa Richmond
  - ✓ Veronica Rivera
  - ✓ Dennis Roberts
  - ✓ Valerie Roberts
  - ✓ Carie Shaffer
  - ✓ Dawnie Slabaugh
  - ✓ Christina Van Alfen
  - ✓ Meghan Witherell
- Guest: Josh Collins present for Val Roberts

## AGENDA

Dr. Schoonmaker called the meeting to order at 10:09 a.m.

### Item 1. Updates

#### a. Behavior Intervention Team and notification process

Melissa Green updated the Expanded Cabinet on the BIT process ([see handout](#)). There has been a lot of activity this fall and momentum is building. There is a link on the webpage with some information and resources regarding the program and how to respond to an incident or a student in crisis. Concerned faculty/staff can email [bit@jsiskiyous.edu](mailto:bit@jsiskiyous.edu) with a report about a particular student. Nancy Miller recommended that that Expanded Cabinet members go back and talk to their department about this process. The most important point for all employees is encouraging them to report concerning situations or students they believe may be in crisis. Dr. Schoonmaker suggested it would be healthy for the FLEX committee to consider FERPA training that we can tie in with BIT and when helping students. Also, concerns were shared about how we ensure the people who are dealing with all of these crises and hearing about students with various degrees of concern receive the support they need, especially if it triggers something in them. We need to establish a process for debriefing people who have been recipients of that behavior.

#### b. Student housing survey/Servitas

Dr. Haugen reported that Servitas had a goal of 300 completed surveys and we hit 364 as of Friday. They will be closing survey and giving us the analysis at end of this week. Nathan and Burt are going to Academic Senate meeting on Friday and were asked to please share with the faculty how well they did and thank/congratulate them. The first drawing was held at the end of September and five \$100 Visa cards were awarded.

#### c. FTES update

Melissa presented some information regarding Enrollment Management ([see slideshow](#)). Dr. Schoonmaker asked the group to consider what are some relevant areas of growth for our community? What are some opportunities that have been presenting themselves? If they see an opportunity, they were asked to please share it with Melissa or enrollment management team.

Item 2. Step-back Consulting Topic: "Strategic Planning"

The step-back process was tabled due to lack of time, but Dr. Schoonmaker presented a couple of slides related to strategic planning ([see slideshow](#)).

To really have a successful strategic plan, you need to have a student experience. A strategic plan is how we make progress to that ideal student experience. It is not about our departments - it is about our students and their success. We have Guided Pathways and the 4 Pillars, but it's getting a little messy – Guided Pathways plan, facility plan, Institutional Master Plan, -- we need to have one plan. Four pillars are holding *something* up. The strategic plan needs to be the "something." It is the student experience and how to fulfill our mission to the ideal student experience so we are transforming student lives through achievement and success. Dr. Rexford and Dr. Schoonmaker will set a date and time to continue working on strategic planning.

Item 3. Good of the Order

Dr. Schoonmaker shared about the Derek Clark presentation on November 7<sup>th</sup> and 8<sup>th</sup>. High school students will be coming on the 7<sup>th</sup>. Our students are invited to go, even though high school students will be there. On the 8<sup>th</sup>, Derek will give a special presentation for the staff at an all-college meeting. The theme is "If you think negative about someone, you can't expect a positive outcome." Campus offices will be closed from 8:30-10:00 a.m. A 20-minute video from Derek Clark was shown to give the Cabinet members an idea of Derek's style and message content.

Adjourned 12:06 p.m.