

## Expanded President's Cabinet Notes

November 4, 2020

10:30 a.m. - 12:00 p.m.

Zoom: <https://cccconfer.zoom.us/j/92605398547>

### Members:

|   |   |  |  |
|---|---|--|--|
| <input checked="" type="checkbox"/> Stephen Schoonmaker (Chair) | <input type="checkbox"/> Monique Gonzalez         | <input type="checkbox"/> Mark Klever               | <input checked="" type="checkbox"/> Ronnie Rivera    |
| <input type="checkbox"/> Emily Anderson-Moser                   | <input type="checkbox"/> Janice Gonzalez          | <input checked="" type="checkbox"/> Cindy Martel   | <input checked="" type="checkbox"/> Valerie Roberts  |
| <input type="checkbox"/> Rhonda Brown                           | <input checked="" type="checkbox"/> Melissa Green | <input type="checkbox"/> Andrew Matheson           | <input type="checkbox"/> Charlie Roche               |
| <input checked="" type="checkbox"/> Suzie Clark                 | <input checked="" type="checkbox"/> Kelly Groppi  | <input checked="" type="checkbox"/> Darlene Melby  | <input checked="" type="checkbox"/> Carie Shaffer    |
| <input checked="" type="checkbox"/> Matt Donaldson              | <input checked="" type="checkbox"/> Kent Gross    | <input checked="" type="checkbox"/> Nancy Miller   | <input checked="" type="checkbox"/> Dawnie Slabaugh  |
| <input type="checkbox"/> Vickie Donaldson                       | <input checked="" type="checkbox"/> Doug Haugen   | <input checked="" type="checkbox"/> Bev Muelrath   | <input type="checkbox"/> Christina Van Alfen         |
| <input checked="" type="checkbox"/> Ryan Galbraith              | <input checked="" type="checkbox"/> Desiree Kaae  | <input type="checkbox"/> Char Perlas               | <input checked="" type="checkbox"/> Regina Weston    |
| <input checked="" type="checkbox"/> Debbie Goltz                | <input checked="" type="checkbox"/> Angel Keen    | <input checked="" type="checkbox"/> Nathan Rexford | <input checked="" type="checkbox"/> Meghan Witherell |
|   |   |  | <input type="checkbox"/> Stephanie Wroten            |

### Agenda:

#### 1. Department/Area Updates - 30 minutes

- a. Housing – on-campus occupancy in Spring 2021 – Doug Haugen and Charlie Roche have been working on what the housing options will be for students for the spring semester. They are still waiting to hear more from officials on what will be allowed. They will continue with having some isolation rooms ready.
- b. Doug gave an update on the Servitas housing project. They met last week with some of their staff and some financing folks. This Friday is the first meeting on the design. Will discuss the overall concept they've developed with Servitas and bring an architect up to speed so they can start on the design process.
- c. PIO/FDN - event reminders (Fall Play, NSGT, Craft Fair); website refresh & Reopen Siskiyous Plan – Dawnie reminded the group that there are some events and activities coming up. Fall production of Shakespeare's Greatest Hits will be on Zoom. North State Giving Tuesday is Dec. 1<sup>st</sup>. The craft fair will be changed from a 2-day event to a 1-day event on Saturday, Dec. 5th. There will be strict protocols in place. The number of crafters has been reduced to half to allow for physical distancing and to have fewer individuals in the gymnasium. They will be taking count and restricting access. They do have a "pull-it" plan if the county's status changes and we cannot safely pull off this event. The vendors are aware of this. Dawnie is working on a website refresh with Weblinks. She encouraged everyone to look at their webpages and make sure they are current and up-to-date, and suggested they set a calendar reminder to review them once a month. Dawnie has been working on updates to the Reopen Siskiyous Plan. A few changes have been made based on current processes based on where we were when we initially drafted it. them.
- d. Update on theater project: Ronnie said that Pfeiffer has taken the arts program and spread it out. Friday there is a meeting with the Fine Arts only. Monday is a meeting with the theater arts, both together. Both were two-hours long with the end users separately. Consultants were here yesterday doing testing in the theater. It is moving fast.
- e. Staff appreciation -- On Friday, for the All-College meeting, there will be a slideshow for the 2020 Staff employees we should have recognized in the spring but couldn't because of

COVID. Next week the awards will be placed on everybody's work station, like certificates and plaques for longevity. The committee will purchase gift cards for a raffle during the day and everyone gets a gift. This year they are going to do \$10 gift cards for local businesses.

2. Kiosk update – Melissa Green – tabled
3. Inclement weather reminders – Dawnie Slabaugh reminded everyone that it's that time of year, and we may get our first snow this weekend. She reminded everyone about COS Connect and encouraged them to make sure others are aware of these resources, especially new people, temp workers, adjunct faculty, and students.
4. Holiday Dinner update: Holiday dinner is a go on November 18th during the lunch hour (12 -2 p.m). Doug has been working with Cindy on a menu. It is going to be \$8.00 and is for students and staff.
5. Dr. Schoonmaker sent out an article to the President's Cabinet that talks about the idea of tacit knowledge and explicit knowledge. He reviewed it with the Expanded Cabinet and offered to send it out to the rest of the campus community as well.

Step-Back Consulting Topic: Non-Instructional Program Review with Dr. Rexford

1. Overview with Dr. Rexford – get Nathan's slideshow
2. Breakout rooms -- [Step Back Consulting Guidelines](#) and [Notes](#) are available here. Please make sure notes are recorded for each group and returned to Debbie for compilation.

What are some shared strengths and challenges at trying to conduct program reviews in the different areas?

What additional trainings or resources would prove helpful for understanding and writing program reviews?

What might be good ways to use program reviews, either within a department or in the shared work between departments?

Meeting adjourned at 12:15