

Executive Leadership Team

Meeting Notes

NAME OF COUNCIL/TEAM: Executive Leadership Team			
OBJECTIVE OF MEETING: Discuss College Happenings			
DATE: 05/09/2022 TIME: 3:00pm-5:00 pm		LOCATION/ROOM #: https://lrccd.zoom.us/j/98776286419 CALL-IN NUMBER: 1 346 248 7799 CALL-IN CODE: 987 7628 6419	
FACILITATOR(S): Melanie Dixon			
TIMEKEEPER:			
ASSISTANT: Sue McCoy			
MEMBERS PRESENT: Stacey Burrows, Scott Crow, Melanie Dixon, Amy Gaudard, Marianne Harris, Carina Hoffpauir, Frank Kobayashi, Sarah Lehmann, Mark Sheppard, Alisa Shubb, Bill Simpson, Jeff Stephenson, Tressa Tabares, Koue Vang			
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):			
UPDATES AND BRIEF REPORTS:			
Topic	Person(s) Responsible	Notes	
ACTION ITEMS:			
Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
Approval of 5/2/22 ELT Notes	Melanie Dixon	Thumbs up - Approved	
Review / Approve Student Success Council Charter (2022-25)	Frank Kobayashi/Sarah Lehmann	- Clarified faculty positions - Added terms - Request approval of charter with notation that terms will be further clarified	
DISCUSSION ITEMS:			
Question	Person(s) Responsible	Notes and Next Steps	
OER Award Program	Sarah Lehmann	- provided release time for some faculty - gave faculty an opportunity to collaborate - some departments have been able to develop OER materials and be textbook free - in Fall 2022, 200+ course sections will have the option of OER materials - worked with 38 different faculty and 5 peer mentors - making a repository of the work already done so all faculty can see what's been accomplished thus far - low-cost textbook symbol in the class schedule and can also filter by free and low cost textbook - in Fall 2022, Spanish and language labs will continue the work - kudos to Sarah and everyone involved in this important work - this project demonstrates the power of people coming together to work on something - one more issue of Beaver Bites for employees - want to include a short summary - working with students on convocation planning and this is important work to be shared - great example of equity work and a way to level the playing field	

Update on Affirmation of the Institutional Equity Plan and the inclusion of the DI report recommendations	BJ Snowden	- working to amend institutional equity plan to include all the DI project team report recommendations - Appendix E represents DI project team recommendations - not re-writing plan, just re-affirming - SEAP faculty co-lead will be discussed at PET tomorrow - due November 30
ITEMS FOR FUTURE CONSIDERATION:		
Topic		Contact Person