**Chancellor’s Executive Cabinet**

9:00-12:00 p.m., January 27, 2020

Siegal Center Boardroom

**Notes**

Attendance: Kurt Buttleman, Andrea Insley, Jennifer Dixon, Earnest Phillips, Rosie Rimando-Chareunsap, Jennifer Strother, Sheila Edwards Lange, Malcolm Grothe, Warren Brown, Kerry Howell, Rebecca Hansen

1. **Standing Issues/Updates:**
2. Review of Notes from January 13

The notes were reviewed and they will be posted.

1. Budget

Jennifer Strother summarized the budget report through December 31, 2019. International conversion will occur in January. The Board of Trustees study session in February will include a presentation on the budget, enrollment and the projection model. The financial statement audit begins this week.

1. Seattle Pathways

Earnest Phillips reported on mapping college programs to the areas of study.

CEC discussed plans for spending the state allocated money for Pathways. Kurt Buttleman reported that the lead team for the district is developing a budget for districtwide initiatives. That list of priorities and budget requests will come to CEC in March. CEC also discussed the structure and priorities for advising.

1. ctcLink

Kurt Buttleman presented the status report as of 1/17/20.

1. Seattle Promise

Kurt Buttleman reported that charter schools have inquired about student access to Promise and that the city will determine eligibility. He also reported that the Opportunity Promise program continues to prepare for expansion this summer.

More than 1300 Promise applications have been submitted for Fall 2020. April 1 is the deadline for current Promise students and applicants to choose which college they will attend.

1. AFT Seattle Negotiations Update

Jennifer Dixon reported on negotiations for Nursing Educator funds and the full contract negotiations. The next session is scheduled for February 20.

1. College and District Division Updates

Earnest Phillips reported on a successful MLK event. He shared that the district website is under development and will be rolled out this spring. North’s program pages will also be dynamic this spring. Earnest reminded CEC that Commencement is on June 25. A commencement presentation/proposal will be coming to CEC soon. A social media campaign targeting working adults will also launch soon.

Kerry Howell reported that the Foundation Development Committee meets today. Case Statement materials will be presented to CEC and the Board of Trustees soon.

1. **Action Items**
   1. Procedure 253, Suspended Operations

Jennifer Dixon presented revisions to the procedure. This will be reviewed by Earnest Phillips and shared with the president’s cabinets to be brought back to CEC for approval.

* 1. Procedure 670, Grants and Contracts

Jennifer Strother presented revisions to the procedure. This will come back for CEC review again.

1. **Operational Issues**
   1. Seattle Colleges Enrollment, Demographic, and Environmental Trends

Rosie Rimando-Chareunsap informed CEC that the SEEM committee report is due to the chancellor in early February. The recommendations in that report will come to CEC. Barb Childs, Beth Anderson, and Jenny Branstad presented the data gathered to inform SEEM planning and identified trends for program and enrollment growth.

* 1. EDI Leadership Team: Seattle Colleges Equity, Diversity, Inclusion, and Community Plan

The VPs of EDI joined CEC and presented the final EDIC plan for CEC’s approval. The focus is on system changes and culture change across the organization that address equity gaps and improve cultural competence. The EDI Leadership Team acts as consultants to the programming and initiatives that are happening across the colleges. CEC approved the plan.

1. **Personnel Requests** 
   1. Associate Human Resources Director (Siegal)
   2. Senior Research Analyst (Siegal)
   3. Associate Dean, Healthcare and Human Services (Central)
   4. Director, Safety and Security (Central)
   5. Director, PACT (Central)
   6. Director, Learning Center Seattle (Central)

The positions were reviewed and approved to be posted.

The next Executive Cabinet meeting is February 10 at South.