**Chancellor’s Executive Cabinet**

9:00-12:00 p.m., November 20, 2017

Siegal Center, Boardroom

**Notes**

Attendance: Shouan Pan, Sheila Edwards Lange, Warren Brown, Peter Lortz, Kurt Buttleman, Malcolm Grothe, Earnest Phillips, Andrea Insley, Wendy Schneider, Rebecca Hansen

Guests: Victor Kuo (by phone), Rosie Rimando Chareunsap

Absent: Dave Blake

1. **Presentation/Discussion**
2. Strategic Plan Strategies and Measures – Victor Kuo (by phone

CEC reviewed the strategies for the three goals. There was discussion about sustainability (OE3) and **CEC agreed to adding environmental sustainability to part B**. There was also continued discussion about OE2 and PD1. Warren Brown suggested new language for SS2. Changes will be confirmed by CEC and shared with the subcommittee.

CEC reviewed the measures and discussed ways to measure the equity gap. SPS uses a comparison of white and underrepresented/underserved to measure the equity gap. **CEC supported aligning with SPS and federal reporting**.

Victor Kuo will send changes to CEC by Wednesday. Presidents will bring the changes to their cabinets for review. Victor Kuo will come to CEC on December 4 to finalize the strategies and measures before presentation to the board on December 14.

1. Commencement

Rosie Rimando Chareunsap shared the results of the employee survey. She also presented follow-up research regarding the date and whether other colleges hold their ceremonies after finals. A budget comparison of 2016, 2017 and projection for 2018 were discussed.

In odd years, Safeco is available during finals week and immediately after. In even years, we would be pushed to the week after finals.

**The following items were confirmed:**

**Date: Tuesday, June 19**

**Time: 1:00**

**Location: Safeco Field**

**Budget: $100,000 out of Bookstore funds, to include diploma covers**

**Other: The committee will hold our ideal date for 2019.**

1. **Standing Issues/Updates:**
2. Review of notes from November 6

CEC suggested edits to the draft notes. Rebecca Hansen will post the notes on the website.

1. Enrollment Report – College Presidents

Peter Lortz explained intentional changes in Professional Technical enrollment. Academic Transfer is up and they attribute that to changing demographics in West/South Seattle.

1. Budget

Kurt Buttleman reported that international student conversion is underway.

1. ctcLink

Kurt Buttleman shared information about a ctcLink investment plan that SBCTC shared with the presidents. The presidents will consider the proposal at the next WACTC meeting.

1. Chancellor/Board Updates

Shouan Pan reported that after consulting the task force and trustees, he has decided to reject South Foundation’s proposal for an addendum to the extended MOU.

1. College and District Division Updates – College Presidents and Vice Chancellors

Malcolm reported that he is presenting to the Council of Presidents on Applied Baccalaureate Degrees.

Sheila Edwards Lange reported on Mayor Durkan’s transition team and the administration’s education priorities, which include the 13th Year Promise and increasing apprenticeship and pre-apprenticeship training.

1. ASI Implementation- Shouan Pan

Warren Brown reported that additional details about eLearning recommendations will be presented to CEC.

1. **Operational Issues**
2. Full-time Faculty Slots and Requests for 2018-2019

Peter Lortz asked for clarification on how new faculty hires and program closures impact the FT faculty baseline count.

1. **Personnel – Action** (Chancellor, Presidents, Vice Chancellors)
2. New/Replacement FT positions
   1. Student Success Specialist (North) +

This position was approved for positing.

The next Executive Cabinet meeting is on December 4 at South Seattle College.