**Chancellor’s Executive Cabinet**

9:00-12:00 p.m., January 8, 2018

Seattle Central College, BE4180A

**Notes**

**Attendance:** Shouan Pan, Sheila Edwards Lange, Peter Lortz, Warren Brown, Kurt Buttleman, Cindy Riche, Malcolm Grothe, Andrea Insley, Earnest Phillips, Dave Blake, Steve Leahy and Wendy Schneider by phone.

Guest: Victor Kuo

**New Strategic Goal: Diversity Equity, Inclusion and Community**

The strategic planning subcommittee met last week and refined language for the new goal. The goals will be reordered and the Diversity, Equity, Inclusion and Community will now be Goal #2. Victor Kuo will work with the IR directors and diversity coordinators to propose measures and strategies for the new goal. CEC will need to review and approve the measures and strategies. When developing measures, CEC wants to be inclusive of all groups who experience discrimination. The new goal will go to the board for a first reading in January.

**Review of Notes**

CEC reviewed the notes from December 18 and made edits. Rebecca Hansen will make the changes and post the notes on the District Leadership page.

**SEM**

The February Seattle Colleges Leadership Team meeting will reserve time for SEM subcommittee updates and all subcommittee leads (members of the steering committee) will be invited.

**Budget**

Chancellor Pan shared a draft Resource Allocation Priorities document and a draft budget development process that was developed based on Trustee Hill’s work with Vice Chancellor Buttleman. CEC discussed adding guided pathways and the shared IT platform to the allocation priorities. They also suggested that the reallocation of resources and program review language be clarified and clarifying that the goal is to increase the number of high school to college students, not just Running Start. The next draft will map the allocation priorities to the strategic goals. Shouan Pan will update the draft and bring a new to CEC for their consideration at a future meeting.

**ctcLink**

Kurt Buttleman told CEC to expect Seattle Colleges to be in deployment team #3. He shared a memo with a proposed staffing plan and CEC provided feedback.

**Chancellor/Board updates**

Rosa Peralta has been appointed to the board and Steve Hill was reappointed.

**Enrollment update from Presidents**

Sheila Edwards Lange reported that winter enrollment is down. Central is currently at 87% of goal after dropping students for nonpayment. Pete Lortz reported that enrollment is softer at South too. Warren Brown reported that NSC offered Saturday enrollment and served about 20 students this quarter. The presidents requested standardized enrolment data provided for the group to review at each meeting.

**College and District Division updates**

Dave Blake reported on negotiations with AFT-SPS. He also opened a discussion about hiring nursing faculty. CEC decided to invite Annette Stofer and Kim Robitaille to a future meeting with the presidents to discuss solutions. CEC also confirmed that they would like to add language to certain exempt job postings to clarify that district responsibilities may be assigned. Language will be added to exempt job descriptions and contracts.

**Legislative update**

Steve Leahy summarized recent meetings in Olympia and is working with Speaker Chopp’s office to name co-chairs for the regional pay legislation.

**Emeritus and Distinguished Service Recognition**, Policy 478

Dave Blake presented revisions to the emeritus policy and introduced criteria for a new distinguished service award. Suggested changes included reviewing the required years of service and adjusting them to reflect the stature of the awards. CEC also asked for clarification of an annual review process for determining service award winners. Chancellor Pan expressed interest in establishing another award for current employees doing exceptional work.

**Minimum wage increase**

The minimum wage in the City of Seattle has increased to $15.45 for large employers. CEC discussed impacts of the increase and decided that the new minimum wage would be implemented effective February 1. An information memo will be presented to the board to outline impacts of the minimum wage increase and the new sick leave requirement.

**Fee process for 2018-19**

Kurt Buttleman presented a timeline for implementation of new fees. CEC will review the final proposals in March.

**Accomplishments and Goals from district management team meeting**

The list will be shared with participants and the goals will be reviewed at the next Seattle Colleges Leadership Team meeting.