**Chancellor’s Executive Cabinet**

9:00-12:00 p.m., February 5, 2018

South, President’s Boardroom

**Notes**

**Attendance:** Shouan Pan, Sheila Edwards Lange, Peter Lortz, Kristen Jones, Kurt Buttleman, Dave Blake, Cindy Riche, Malcolm Grothe, Andrea Insley, Wendy Schneider by phone

Absent: Warren Brown, Steve Leahy, Earnest Phillips

1. **Standing Issues/Updates:**
2. Review of notes from January 29

CEC reviewed the notes and they will be posted on the website.

1. SEM – College Presidents

Earnest Phillips reported that the established subcommittees are meeting and the subcommittee chairs are in communication. Initial reports are due at the end of March.

1. Budget

Kurt Buttleman is currently working on gathering fee code information from the colleges. CEC will review the fees in March. Kurt also provided an update on the capital budget.

Cindy Riche and Luv Sharma are working on budget proposals for IT and web.

Dr. Pan sent the proposed 2018-19 budget priorities, which will be discussed at the upcoming ASI meeting.

1. ctcLink

Kurt Buttleman asked CEC to consider approving a budget proposal for the gap year based on being in deployment group 3, which means our likely implementation date will be in February 2019. CEC raised questions and Kurt will come back with clarification of dates and numbers.

1. Chancellor/Board Updates

Our new Trustee, Rosa Peralta, is coming for orientation/onboarding tomorrow. There is a board meeting at Georgetown on Thursday.

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

Dave Blake updated CEC on negotiations with AFT-SPS. The board will be briefed on negotiations during Executive Session on Thursday.

1. Legislative Update

Shouan Pan gave an update on regional pay and using local funds for bargaining. He also updated CEC on legislator interest in funding for the library at North. Peter Lortz reported on a DNR open forum that he attended.

1. **Action Items**
2. Title IX Training

An introductory email was sent to employees. Employees are asked to complete the training every two years. CEC discussed making the training mandatory.

1. **Operational Issues**
2. Administrative transitions

Dave Blake will be leaving Seattle Colleges effective February 27. Chancellor Pan asked for feedback on a proposal to hire one position to replace both VC vacancies. The Interim Vice Chancellor for Operations would combine HR and finance duties. The current search for the Vice Chancellor for Finance position will be suspended.

1. **Personnel – Action** (Chancellor, Presidents, Vice Chancellors)
2. New/Replacement FT positions

The following positions were approved for posting:

* 1. Asst. Director of Advising, Transfer & Study Abroad Center, and Career Services (Central)
  2. Biology Instructor – 2 positions (South)
  3. Director of Worksource Career Services (South)

\*The next Executive Cabinet meeting is on February 26 at North Seattle College.