College of the Redwoods
Expanded Cabinet
September 15, 2014
3:00-5:00 p.m.
Board Room

Attendees: Kathy Smith, Jerred Sheive, Gabe Ostrow, Ahn Fielding, Angelina Hill, Lee Lindsey, Keith Snow-Flamer, Michelle Anderson, Joe Hash, Lynn Thiesen, Jose Ramirez, Mark Renner, Tami Engman, Tracey Thomas, Ron Waters, John Johnston, Dan Calderwood, Peter Blakemore, Paul DeMark

Annotated Agenda

1. Budget Update- Lee reported that the ending fund balance will be approximately 8%. The reserve is higher than predicted because the Chancellor’s Office deficit factor was much less than the District was originally told.

2. Presidential Search Process- The Board of Trustees will take action at the October 7 Board meeting to start the Presidential search process.

3. Institutional Effectiveness Report-Angelina reported that the Institutional Effectiveness Report contains the Annual Plan, the Institutional Effectiveness Scorecard, and a new Integrated Planning Model.

4. Update on Educational Centers-Kathy reported that representatives from CR met with Mendocino Lake Community College Administrators and it was confirmed that both parties are working towards the permanent transfer of territory of the Fort Bragg Campus to MLCCD by June 2017. The timeframe of the transfer has a large part to do with stability funding.

There was an open forum in Del Norte regarding the new modular science lab. Keith is working with the Del Norte Superintendent in order to coordinate dual enrollment. Marla is working on developing a CTE Bookkeeping certificate. CR Administrators are continuing efforts to offer courses at Pelican Bay.
5. Open Forums for Fall 2014
   - Wednesday, September 10 - Del Norte Science Lab
   - Tuesday, September 16 – PE/Athletics in Board Room
   - Tuesday, October 14 – Vacant Buildings in Board Room

6. ACCJC Matrix of Responsibilities – Expanded Cabinet reviewed all of the standards which have been assigned to Expanded Cabinet.

7. Review Draft Reports
   - Accreditation Midterm Report-Kathy will send out to all via email. Kathy and Angelina are the contacts for suggested revisions.
   - Student Success and Support Program Plan (SSSP)-Has gone to Senate for a first read and will be going to Senate for a second read Friday, September 19.
   - Student Equity Plan- Has gone to Senate for a first read and will be going to Senate for a second read Friday, September 19.
   - Basic Skills Report-Has gone to Senate for a first read and will be going to Senate for a second read Friday, September 19.
   - Substantive Change Proposal for Distance Education-Has gone to Senate for a first read and will be going to Senate for a second read Friday, September 19.

   There was a discussion as to whether or not the SSSP, SEP, BS, and Substantive Change Proposal for Distance Ed should be sent to all CR employees. It was determined that Keith will send out the plans to all constituent groups.

8. 50th Anniversary – Saturday, October 4, 2014-Paul announced that he has requested that volunteers help staff the 50th Anniversary. Faculty will be in their classrooms. The CR jazz band will be performing. There will be appetizers, beer and wine. There will be several distinguished speakers. 1,500 postcards were mailed out. As we get closer to the event, there will be radio and TV ads.

9. Science Night – Friday, October 24, 2014 from 5:00 p.m. to 9:00 p.m. Tracey announced that there are 25 confirmed activities. Dining Services will be open in the evening for dinner. Local schools will be notified.

10. Update on Bookstore – Lee reported that Follett is struggling financially with the Bookstore. Jerred reported that the books are too expensive, they do not stock enough books, and they do not always have the books before classes start. There was a discussion about setting up a computer lab in the bookstore so that students could purchase their books online.

11. Future Agenda Items- none.

12. Next Meeting – Monday, October 13, 2014 – 3:00-5:00 p.m.