

Minutes of Senior Management Meeting - 04/27/16

Date and time: 04/27/16 08:30 am to: 04/27/16 11:30 am

Present: Crystal VanderTuig, wendym@sjvc.edu, nick.gomez@sjvc.ed, Russ Lebo, Michael Perry, Joseph Holt, Carole Brown, Michael Abril, Kevin Robinson, alyssa perry, Liz Briseno, Rachelle Serrano, Tracey Hernandez, Judy Petty, sherry.webb@sjvc.edu

Location: Mission Oaks

Access meeting at: <http://app.meetingking.com/meetings/166231>

Topics

1. Institutional Strategic Review

1-1. Develop and Secure Employers

The two measures aligned with the strategic objective to "Develop and Secure Employers" were reviewed and discussed. Decision was made to add two additional measures to the objective (extern to hire and self placements) to get a better perspective of performance.

1-2. Milestone Review



Strategic initiative milestones from previous week (4/17-4/21) were reviewed. Discussion took place concerning the need for shared understanding of strategic terminology among project managers. Decision was made to provide training at the next Executive Council meeting.

1-3. Looking ahead

Next week's meeting will focus on the strategic objective to "Achieve Academic Success."

2. Review of the Mission Statement

Crystal will present the results of the fall 2015 institutional survey questions related to the mission statement.

-  [Institutional_Review_of_the_Mission_Statement.ppt](#)
-  [Institutional_Survey_Results_2015.xlsx](#)

Crystal presented the results of the fall 2015 institutional survey questions related to the mission statement. Based upon the results, the SM decided the mission statement should remain as is and the benchmarks for these questions in future surveys should be changed to 75% in the affirmative.

Crystal will work with Beth to publish the results on InfoZone.

3. Ad Hoc

Last minute topics, brief FYI conversations.

3-1. Carole reported on campus-related employment matters and a student dispute.

3-2. Mike A. gave an update on a litigation matter and the Year-in-Review presentations conducted last Friday. Discussion took place on the need for regular CD and AD training on HR matters. Mike A., Nick and Carole will organize the first training.

3-3. Kevin reported that he has hired a new FA Specialist.

Next Meeting

Meeting title: [Senior management meeting](#)
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