

# Minutes of Senior Management Meeting - 08/23/17

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Date and time: 08/23/17 08:30 am to: 08/23/17 10:30 am

Present: Russ Lebo, Joseph Holt, Carole Brown, Michael Abril, wendym@sjvc.edu, Michael Perry, mikep@sjvc.edu, Kevin Robinson, Nick Gomez, Judy Petty, Liz Briseno, Rachelle Serrano, Tracey Hernandez, alyssa perry, Crystal VanderTuig

Location: Oak Room

Access meeting at: <http://app.meetingking.com/meetings/219310>

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## Topics


### 1. Strategic Review

#### 1-1. Strategic Theme: Year in Review Report and Process

Team engaged in dialogue about the Year-in-Review process, report, and presentations and planned improvements for next year's presentations (see attachment).

Decision was made to begin preparing the report in September. "Writing teams" will be formed for this purpose.

 [IMG\\_0912.JPG](#)

 [IMG\\_0911.JPG](#)

 [IMG\\_0910.JPG](#)

#### 1-2. Strategic Initiatives

Past due strategic projects and milestones and milestones completed since last SMM were reviewed.

 [Completed\\_Milestones\\_Report.xlsx](#)

### 2. WASC Senior Timeline

Crystal reviewed the timeline for submitting the eligibility application to WSCUC and requested and received approval to consult with B.. Sundberg for this purpose.

 [Resume - 2017.doc](#)

 [Proposed\\_Statement\\_of\\_Work\\_for\\_Engagement\\_of\\_Services.docx](#)

### 3. RN Update

Carole discussed timeline for feedback on the response was discussed. Faculty hiring for Ontario was also discussed.

### 4. Ad Hoc

Carole: Informed the group of the BA Hybrid focus group with DSS and AD. As a follow-up, a BA student survey will be launched to solicit their feedback. Joseph will be holding a focus group with admissions to garner feedback from this perspective as well. Carole also informed the team of the consistent decline in course completion over the last several years.

Wendy: Informed team of the student presentations at the all-staff/faculty meeting. She also informed the team of the Temecula RT Campus' clinical hour issue.

Joseph: Will be in Corona on Thursday and Friday to meet with new Director of eOperations and to provide admissions training.

Nick: Informed team of appointment of interim PD for DH San Diego.

Mike A.: Gave an update on litigation matters and implications of the Supreme Court's ruling on Williams v. Marshall.

# Pros

CAMPUS MTGS

HISTORICAL CAPTURE/EVIDENCE

REFLECTION IN VIDEOS

OBJECTIVE, FACTUAL

RELEVANT TO WASC

ATTENTION  
ACCESS TO LEADERSHIP

BIG PICTURE

CONNECTION TO INITIATIVE?

COMMON LANGUAGE  
GOAL, STANDARD

graphics  
arrows

# CONS

INFO OVERLOAD

PRES LENGTH TOO LONG

LACK OF INTERACTION  
(EC & CAMPUSES)

NO ASSESSMENT/FOLLOW-UP

"DEAD ZONES" - UNINTERESTING CONTENT

"WTFM" - RELATED CONTENT

CONNECTION TO STRATEGY

SCHEDULING LOGISTICS

# IMPROVEMENTS

STRATEGY MAP INTEGRATION

EXECUTIVE SUMMARY

APPENDICES FOR DETAIL

LOCAL MEASURES FOR <sup>(DATA SHEET)</sup> CAMPUS  
PRESENTATIONS

Q1 PRES SCHEDULE

WASC STANDARDS REF.

SMALL CAMPUSES ROLL-UP

VIDEO OPENING FROM MIKE

SM INFO SLIDE