

## Cabinet Summary May 5, 2020

Present: All

### Previous meeting summary - Jill

- Tom – will coordinate with an off-campus restaurant for pizza and wings.
- EIT workgroups – 1830 should be ok for summer compensation; Franca sent Steph a recommendation from CCED.

### Values moment

- Steph – follow-up to congratulatory email she sent to students commenting on the impact the College had in the wake of moving to remote operations.
- Randy – Amit's positive remarks regarding Cabinet and Crisis teams consistent communication and consequently his ability to inform his students.

### NTP Teaching online - Franca

- Franca asked for clarification on teaching during the day.
- Employees are still required to get supervisor approval.
- Noted that it is difficult to monitor, especially as we are working remotely.
- It is important to note the following in messaging: *It is considered extra work outside the work day.*

### Recovery planning/return scenarios – Randy/all

- Randy shared re-opening plan considerations
- Bond Schoeneck and King recommends the following categories/workgroups:
  - Workplace safety plan
  - Proactive infection plan
  - Employee relations control plan
  - Communication and training plan
- **Return next week with suggestions for planning workgroups.**

### Other

- Crystal/Tom – clarification on part-time employees in Business Office.