

## **Cabinet Summary October 10, 2017**

### Previous meeting summary - Jill

### Values Moment – Jill & Maryrose

### Refund policy – Stephanie

- Discussed current refund policy/procedure regarding fees (current does not include fees). Stephanie proposed fees should be included in the overall refund policy schedule.
- **Tom, Franca, and Maryrose will return with a list of fees and rationale that might not be applicable.** Otherwise, the College can begin to include “non-consumables” (tech, etc.) in the refund procedure.

### Retreat agenda

- Reviewed Cabinet agenda and facilitator co-leads.
- **Randy will send the articles to the group.**

### Ajar and grades processing – Tom

- Reviewed dates with regard to grades processing during ajar period.
- Considered processing grades after the ajar period rather than having folks come in during that period.
- **Tom and Steph will convene their respective players to discuss best approach.**

### Board workshops – Randy

- Discussed general format.
- Materials should be provided in advance so the Board can be prepared.
- Suggested framing workshops around a baseline of “what do you know?”.
- The Board is looking for more interaction with employees who are in the trenches.

### Strengths - David

- Provided an update on their work including some events highlighting strengths.
- Council identified the student experience has diminished over the last few years.

### January Institute – David

- Reminded Cabinet of the deadline for workshops.

### Other

- Maryrose – CAO meeting this week.
- Steph – Chief Student Affairs meeting this week.
- Franca – suggested a team building activity (drum circle).
- Alen – 450 signed up on Workplace!
- Randy – The Experience Economy follow-up.