

Cabinet Summary June 27, 2017

Present: all

Previous meeting summary - Jill

- **Jill will investigate policies for textbook sales/royalties. Maryrose will take to faculty caucus when they resume meetings in the fall.**

Values moment

- Randy (number of events on campus last week).

Ajar 2017 - Kim

- Determined December 26, 27, 28, 29, and January 2
- Maryrose shared the academic side prefer including January 2 vs. December 22 due to the timing of grades (12/22).

Wellness – fitness center – Randy/all

- Employees will not be required to take PE 154 in order to use the fitness center. An orientation will be offered as needed.
- Student access will still need to be addressed with regard to the PE 154 requirement and use of the fitness center.

Enrollment yield – Alen

- Distributed ideas about how to increase enrollment yield - specifically summer months for fall 2017. Discussed the importance and need for CRM software.
- Considered a summer phone campaign that enlists staff who may have a lighter load during the summer months.
- **Alen and Stephanie will follow-up on yield campaign.**

SHN Burlington – Randy, Steph, Alen

- Reviewed discussion item for today's Board meeting.

Other

- Franca – GPS appointment update. Asked about rolling our Workplace as a pilot with the workforce development team - wait until fall. Also asked about P-tech “swag bags” for Aug. 11 – where to find the money to buy the lot. Ask Frank! ☺
- Jill – Lunch thank-you for Sodexo, events, facilities and public safety (7/11).
- Steph – hiring qualifications: Consider changing qualifications language to allow for degree completion (if already in progress) by start date or appropriate designated timeframe.