

Cabinet Summary August 28, 2018

Present: all

Previous meeting summary – Jill/all

- Pool water testing update – two additional employees will be trained to cover the testing. Should be good.
- Quick revisit of Bellevue process as Randy and Tom were not present for the conversation.

Values Moment

- Steph – Embrace Community: uptick in enrollment including residence halls.
- Franca – Embrace Community: HS equivalency “graduation” ceremony.

Compensation Study – Kim and Tom

- Kim distributed “PayScale” presentation/materials to consider with regard to salary compression issues at the College.
- **Next step: Take to (Board) Personnel Committee to consider.**

AMVA Compensation Concern – Kim

- Reviewed salary structure as a result of the last round of negotiations.

Unemployment – Kim

- Provided an update on recent unemployment case and cost impact to the College.
- Also discussed if an employee is terminated from primary role, what is the process and consideration for other College responsibilities?

Innovation Awards Process

- Discussed Cabinet role in awarding Innovation Awards.
- In reviewing the process, it appears the language does not need to change.
- Discussed commitment and follow through once awarded.
- **Jill and Randy will discuss process and consider additional Cabinet responsibilities.**

Social Engineering (revisit from retreat) – Randy/all

- Strategic: handwritten cards – Alen, in the works.
- Relationship: Coffee with Colleagues – cross departmental.
- Influencing: Governance groups, Genius of “and”...
- **Next step: Take “gatherings options” to various groups on campus for feedback and direction.**
- **Jill and Randy will discuss who and when.**
- **Lew suggested a coffee hour about a month out to see who shows up.**

Recruitment Plan checklist - Kim

- Reviewed feedback that has been submitted via email prior to Cabinet meeting.

- Spent time considering process for closing the loop for finalists who are not selected as the successful candidate. Depends on the position level.
- **Kim will draft a sample phone call template and share with Cabinet again before finalizing.**

Other

- Lew – Women’s Basketball coach position moving forward; Completion coaches update. Chemistry TA update.
- Jill – Distributed Board committee and workshop calendar. Randy followed up with comments shared by the Board with regard to committee agenda development.
- Tom – Sodexo update and personnel changes.
- Kim – Collective bargaining updates. Excellus medical fees update.