

Agenda Core Team 10/10/2018
2:00 pm Student Services Conference Room

Attendees: Clark Elswick (by phone), Karen Franklin, Donna Oracion, Ken Maguire, Morgan McNabb, Linda Neel (for Mike Martinez), Linde Newman, Shawn Powell, and Rebecca Schneider

- Upcoming events
 - Campus Listen and Learn session - Oct 11, 2:00 to 3:00, OTC 124
 - Review of campus organizational structure – Oct 15, 1:00 Board Room
 - Initial strategic planning meeting - Oct 23, 8:00 to 9:00, Board Room
 - Internal economic/business development meeting – Oct 29, 9:00, Fireplace room
 - Campus budget sessions first two weeks in November – Nov. 14, 15, and 16
 - Joint Advisory Boards Meeting – Nov 29, 6:00 to 7:30, location tbd, RSVP by Nov 15

- Campus Facilities Master Planning
 - Selection of architects/engineers will be complete in the next month
 - Update on Architect’s meeting for Welding/Automotive renovation and Physical Plant Bldg.

- Items for Board of Regents meeting
 - Deleting automotive certificate (brakes specialization)

- Updating CCB meeting schedule to precede the BOR meetings to allow items to be considered quicker

- Future planning
 - 2018-19
 - Strategic Planning – start October 23, 2018, complete by July 2019
 - Campus Master Planning - start Fall 2018 and complete December 2019

 - 2019-20
 - Data Governance – formally start August 2019 – (initial discussion fall 2018 with HEDW conference attendance in April 2019)
 - HLC Focused Site Visit date tbd
 - Strategic Enrollment Planning – start Aug 2019 and complete by Dec 2020

 - 2020-2021
 - HLC Focused Site visit date tbd

- Legislative changes to Local Election Act
 - Inadvertent omission of incorporation of the Branch Community College Act within the legislative changes to the Local Election Act
 - Efforts are underway through a Stipulated Petition to Conduct Regular Elections for All Branch Community Colleges with the Regular Local Election
 - Updates to campus will be provided as this action progresses

- Setting a regular time for this meeting – every other week, individual meetings would be the off weeks

- Other topics

- Linda Neel (for Mike Martinez)
 - Fire Inspection – going well, initial reports are positive
 - Financial Aid Nights – about 50 have showed up, successful events
 - Student Success and Job Fair – Wednesday October 24, from 10-2
 - Gear Up Campaign – sending letter and text for continuation of scholarship in the spring
 - Student Services 3-campus meeting – Mike is working to set up meeting between all 3 campuses
 - RISD HSDC Strategic Plan for 18-19 Dates for campaign and registrations
 - Latinx Students Webinar OTC 124 November 6 – support at risk Latin/Hispanic students all were welcome and encouraged to attend
 - Graduation Updates – will touch base with civic center early next week
 - Banner 9 Training and Preparation Update (set up specific times each week to talk over issues and go over trainings)
 - Disclosures – federal compliance for Title IV participation
 - Drug and Alcohol Abuse Prevention Program, Gainful Employment Disclosures, FERPA Disclosures, Drug Penalties, Drug and Alcohol Abuse Prevention to students, Annual Security Report
 - Annual Security Report –regulatory compliance in regard to requirements for the Annual Campus Security Report – Clery Act; Lt Melinda Juarez worked with Lt Shawn Gore from Portales campus to finalize and submit the report
 - Title IX Updates
 - Gainful Employment Report done and submitted on time
 - Currently working on the Veteran Affairs Continued Program Eligibility Application
- Dr. Ken Maguire
 - RPSA Presentations – Proposals for Nursing Expansion, Aviation Flight/Maintenance, Special Services – proposing Aviation be rolled into ING (House Bill 2).
 - Working with Berrendo Middle School on STEM day, need volunteers to help coordinate groups of middle school students around campus
 - Canvas – LMS being considered, Distance Learning Committee reaching out to faculty and letting them experiment with Canvas shells
 - Assessment – Training last Friday, highly recommended to send people to an upcoming assessment conference in Indianapolis
 - Strategic Plan – Joint Advisory Boards meeting, November 29 at 6:00 pm – propose for an annual meeting to be established each April - Catered by Great Western Dining
- Karen Franklin
 - Working on campus master plan to present to potential local vendors
 - Campus budget planning meetings – Nov 14, 15, and 16 – Directors, Managers, potentially OTC 124
- Donna Oracion
 - Dina sent out a notice about campus information guide Spring 2019
 - Ways to distribute left over Bond D cards
 - Clubs – Bake Sales
- Rebecca Schneider
 - Reviewed a draft procedure for approval of personnel actions