

Cabinet Summary December 1, 2020

Present: All

Anti-racism statement

- Dina & Todd joined to discuss additional (Cabinet) considerations.
- Revisions were made and the statement will go to today's Senate meeting.

Previous meeting summary

- RE: Spring hours in Rome - Franca will go back to CCED and Events to identify what the exceptions might be, otherwise the building will (officially) close at 5 p.m. (M-F) February 1 through the end of the spring semester.

Microsoft Teams

- MJ joined and shared additional insight on using Microsoft Teams (college-wide).
- In order to use Teams to its fullest, the College will need to migrate Outlook to Office 365, a longer term project.
- **When the timing is right, MJ and her team will provide Randy with information he can share in future College updates to begin to lay the groundwork.**

Wings of the Hawk

- Cabinet determined the Spring 2021 Wings of the Hawk will be passed to the Facilities Team.

Data Summit

- Randy shared Marie's questions on what kinds of data we would like to highlight.
- Determined the focus will be on celebrating the wins (i.e. graduation rate, student success, etc.)

Flexible Work Policy/Procedure

- Randy shared the draft policy/procedure to (begin to) identify additional requirements and contractual considerations.
- Crystal shared a number of HR/contractual considerations.
- Cabinet will regularly revisit the policy/procedure to refine the language before moving forward with bargaining units.

Academic Observations (online preferences)

- Lew shared various anecdotes and references to qualitative data, of what is working and what is not for faculty and students with regard to synchronous versus asynchronous delivery/learning.
- Data is contradictory, making clear (future) decisions difficult.

Administrators' meeting summary/topics

- Randy shared feedback from the November Administrators' meeting.
- December agenda: Meeting discussion around small bets/risks as we move forward in higher education (i.e. Credly).

Other

- Jill – (Other):
 - Caps and gowns available through the book store for grads to purchase for picture? –**Jill will follow up with Bill to proceed as they are included in the student fees and are no cost to the students.**
 - Include students in the invitation to the Open Forum for the Chief Equity and Inclusion Officer position? No (consistent with other Cabinet positions)
 - Do we want to identify a virtual administrator in charge during the ajar period? –**Tom and Randy will figure out.**
 - (Values)-SUNY testing numbers request pre-Thanksgiving (Karen, Jim, Mary)
- Steph- (Values)-Residence Life Testing (negative!)
- Lew – (Values)-MVCC's positive cases have not caused any community spread which is a testament to the execution of our policies and procedures.
- Franca-(Other)-CCED will work remote the first three weeks of January (**she will communicate to Tom who departed meeting early**).
- Crystal-The College will have to establish an MOU for employee voluntary testing through December 31, 2020. **Steph will wait to communicate until that is completed.**