

Cabinet Summary January 5, 2021

Present: All

Welcome Todd!

Previous Meeting Summary - Jill

PA Retirement Incentive Extension

- Crystal three employees took the PA incentive in December.
- All agreed to extending the (seven remaining slots) incentive until May.

Remote Work Policy

- Clarified first step is a *remote work policy* with a long-term goal of a *flexible work policy*.
- Crystal has done considerable work preparing a list of considerations for the policy.
 - One of the first priorities is to identify eligibility.
- **Crystal will share considerations with Cabinet for discussion (at Friday's meeting and beyond).**
- **Consider bringing as a discussion item to the January Administrators' meeting.**

Friday meeting agenda

- Discussed agenda to include: Cabinet vocabulary summary with Todd (30); Budget & PA prep conversation (20); Remote work (30); Data Summit (10).

Mentoring/volunteering

- Steph asked how do we solicit and utilize volunteers for student success initiatives (and other college programs) during regular business hours.
- For Troy's mentoring program, consider establishing a committee that originates in the Office of Equity and Inclusion where committee members do the work of mentoring.
 - **Todd will meet with Troy to understand the needs of the program and come back to Cabinet to share.**
- **Appropriate Cabinet member will also have a conversation with Norma to understand any concerns.**

Values/Other

- Steph-(Other)-Reminder of voluntary (student) testing on February 2 & 3, and mandatory for Res. Hall students on February 1.
- Franca-(Other)-A&P has completed their move into their new space; Due to enrollment numbers, A&P will not run a January cohort; FYI-Applying for and Educational Opportunity Center in Rome.
- Tom-(Other)-provided an update on public safety and facilities schedule/reduction in staffing (COVID related);
 - asked about opportunities in working with Tod Laursen (new Acting President at SUNY Poly) – Randy has reached out to him to meet.
 - Provided an update on potential POD for vaccines.

- Jill-(Other)-shared Tim's request for Guided Pathways panel at Data Summit. **Jill will reconnect with him to better understand the needs and what might work and provide an update back to Cabinet on Friday.**
 - (Values)-Katie Bouse for submitting the Who Made Your Day submissions.
 - Crystal-(Other)-Is starting to put together a list of APA considerations. **She will solicit input/needs from Cabinet/Administrators.**
- Randy-(Other)-Think about where Todd's office should be located?