

## **Cabinet Summary July 10, 2018**

Present: all (Lew's first meeting!)

### Values

- Randy distributed his new book!
- Kim - HR retreat.
- Boilermaker Expo (parking was excellent).

### Active Shooter Exercise – David Katz

- Provided background on fall exercise that will be facilitated by the Utica Police Department.
- Reviewed the timeline (mid-September through November prep for a January live drill).
- Discussed how to provide training to part-time employees (suggested recording).
- Determined this will serve as 2018-19 Core workshop.

### IT Training (revisit from last week with David)

- Discussed how to incorporate (technical) training into an overall administrators' training (similar to New Faculty Institute).
- Begin with creation of modules that are available college-wide.
- Lew suggested creating formal mentorships for (new) administrators with intentional networking framework.
- **Plan to spend some time on topic at Cabinet summer retreat.**

### Chancellor's visit - all

- Alen suggested leading with a student story and/or testimonial in each piece.
- Add MMR issue to materials.
- **Jill will send Alen most recent documents for editing.**

### Student Lunch follow-up - Randy

Checked in on the following:

- EOP program - waiting to hear from State.
- International Scholarship – moving forward. Should have scholarship in place for fall semester.
- DGV incorporating more student dialogue – will likely be addressed/suggested in Diversity Plan.
- Resident Hall January orientation – Steph will discuss future possibilities with Dennis.
- Hawks Nest – inability to take food to go – Tom said will not change at this point.
- PE 154 for students – **Lew will look into status.**

- Insufficient quad and parking lot lighting (brightness) – Facilities is aware and **Tom will find out status of any solutions.**
- Digital animation software needs – Lew believes this is being evaluated/addressed.

Off-site retreat agenda – Randy/all

- Reviewed draft agenda.
- Discussed location options.

Other - all

- Kim – FLSA arbitration canceled.
- Tom – Wayfinding exterior about to go out to bid and provided an update on what's next for interior spaces.
- Randy – budget and PA contract to BOL tomorrow. Update on Alumni Board meeting. Finger Lakes CC president, Rob Nye will be on campus this afternoon.