

## Cabinet Summary November 30, 2021

Present: All

Previous meeting summary - Jill

### Values moments

- Randy – Gail’s reminder re: FSA accounts; Norma-C3 Giving Tree coordination.
- Jill – Cabinet check-ins while out (sick leave).

### College communication

- Alen provided context on recent and current college communication.
  - Relaunched/revived the College calendar, Yammer, MVCC Today.
- **Randy will reinforce Yammer in this week’s College Update.**
- **Crystal suggested sending (campus-wide) invitations through Outlook so calendars are populated.**

### Core workshop direction

- Jill shared the conversation she and Todd had with Cia on 11/19 to discuss Core 2022 workshop.
- Cia is enthusiastic about helping design (over 5-6 meetings) a workshop with our identified team.
- Topic: Bandwidth with a potential thread on how COVID has impacted everyone, but more specifically how it looks different depending on cultural/ethnic/socioeconomic predisposition.
- Cia would facilitate a train the trainer session (or two depending on attendance needs).
- Consider inviting her to be the May plenary speaker to close the loop and provide another opportunity for additional conversation.
- **Steph and Randy will provide Jill with some insight fee structure that we can share with Cia (at her request).**
- (MVCC) Design Team: Jill, Todd, Melissa Barlett and **one from Tom’s area and one from Steph’s area.**

### Cabinet/student lunches

- Discussed approach moving forward and will decrease frequency until the need arises later in the spring.
- **Stephanie suggested providing students with questions ahead of time so they are prepared for a more thoughtful conversation.**

### ATD follow-up

- Revisited ATD coaching topic and recommendation summary.
- Hold on coaching for spring 2022.
- Consider budgeting for customized coaching in the 2022-23 budget cycle.
- Will pursue student focus groups for spring 2022. Facilitated by ATD.
  - Will need to offer incentive to get student participation.
  - **Todd and Randy will draft follow-up communication with ATD.**

### DEI assessment framework

- Todd presented the framework and shared assessment to date.
- Todd is presenting to Student Congress, Faculty Caucus, and Senate.
  - **Add to the December 13 ½ day agenda.**

### COVID check-in/graduation

- Lew provided an update on COVID positives in his area.
- Graduation:
  - Fall graduates = 243 eligible Fall candidates of which 130 are confirmed as being fully vaccinated (113 are unconfirmed or unvaccinated).
  - Summer candidates potentially 100+ additional graduates – not sure of vax status.
  - Jorgensen or Theater? **Jorgensen**
  - Medical/Religious exemptions? Ok for students ONLY-must be in compliance with pool testing. Not an option for guests or employees.
  - Reception? Yes.
    - Signage will need to indicate masks unless eating/drinking.
  - **Tom will check with Mike on bringing more outside air in for the Commencement Ceremony.**
  - **Randy will include Commencement information in this week's College Update.**
- Celebration of Success:
  - Ok to proceed for now.
  - **Revisit at December 7 Cabinet meeting.**
- Lew pointed out that we need to revisit the (original) mitigation plan and provide an update to the College community. **Randy will include something in his College Update.**

### Strategy topic: KPI

- Move to a future date.

### Pop-up party

- Kathie Herting is planning for a pop-up ugly sweater party.
- Ok to proceed with a pot-luck approach. Reminder to wear masks unless eating.
- **Jill will communicate date/details to Franca.**

### Cabinet ½ day retreat:

- Agenda so far: DEI framework revisit & Mental Health Services/Social Norming approach on how to engage the (entire) campus.
- **Franca will investigate a Rome location.**

### Other

- Steph – Mental Health Services and a social norming campaign (see above Cabinet ½ day).
- Jill – Bring Your Dog to Work Day – December 16. Communication to go this week.
- Crystal – Reminder Sexual Harassment training deadline today (for FT and PT employees) – Gail will follow-up with employees and/or supervisors to close the gap (currently at 78% compliance). Today is also the last day for open enrollment and FSA accounts.
- **Randy – will have a College Update draft to Cabinet for review in short order;** Updates on IR staffing: Anne Nolan and Sharon Rogge.