

Cabinet Minutes

June 2, 2021

West Richland Center/Zoom

9:00 a.m.

Participants: Ryan Gower, Paul Bruinsma, Sheryl Childers, Alex Cline, Michael Conn, Robert Conn, Roger Eddy, Jay Edgren, Matt Fowler, Ryan Hawkins, Alyssa Maglone, Amber Malone, Andrea McDowell, Linda Monge, Rodney Ranes.

Not Participating: Mike Thomas, Brent Todd

Welcome: Dr. Gower addressed the group and opened the meeting. He asked if the group had any comments regarding the May minutes.

Consent Agenda:

Cabinet approval was given for the consent agenda.

1. **Grant Update (Gower)**- Dr. Gower provided a monthly grant update.
2. **Policy 500.14 Tuition and all Fees Waiver for approved Prof. Development (Hawkins)**- Approval was given for the policy and it will now be presented to the Board on June 15, 2021.
3. **Procedure 500.14 Tuition and all Fees Waiver for approved Prof. Development (Hawkins)**- Approval was given for the procedure.
4. **Student Satisfaction Survey Results (Gower)**- The survey was reviewed and approved.
5. **Policy 100.8 Nondiscrimination- Proposed new (Gower)**- Approval was given for the Policy and it will now be presented to the Board on June 15, 2021.
6. **Special Assignments (McDowell)**- Approval was given for the Special Assignments and they will now be presented to the Board on June 15, 2021.

New Business/Approval Items:

7. **Tentative Budget FY'22 (Hawkins)**- Approval was given for the tentative Budget FY'22 and it will now be presented to the Board on June 15, 2021.
8. **TOEFL change to Accuplacer ESL (Fowler)**- Dr. Fowler proposed moving from TOEFL (Test of English as a Foreign Language) testing to Accuplacer ESL. The change was approved.

9. Coordinator of International Admissions and Compliance Job Description (Fowler)- Approval was given for the Job Description and the search will begin July 1, 2021.

10. Prohibited Consensual Relationships 400.29 (McDowell)- Tabled for further discussion.

11. Eliminating Reference Letters- Employment Procedure 400.1 (McDowell)- Andrea McDowell proposed eliminating the demand for letters of recommendation as part of the employment process. The change was approved, with the understanding that a supervisor may request adjustments for specific positions.

May Informational Items:

- Dr. Conn recommended transitioning from a Dean's Council to a CAO Council. Discussion took place regarding the recommendation and approval was given.
- Dr. Conn recommended revisiting Discipline Facilitator stipends. He proposed on going conversations with key stakeholders during the upcoming academic year.
- Ryan Hawkins addressed the FY'23 RAMP/Document with CDB cost escalators.
- Dr. Gower gave an update regarding EMSI projects. He informed the group that Economic Impact Study results will become available soon.
- Alyssa Maglone proposed credit for prior learning based on portfolios.
- Several Affiliation Agreements were approved and will now be presented to the Board on June 15, 2021.

Other Business / Committee Reports

1. RNL Updates- The group reported continued satisfaction with the progress.

Open Call for Items:

- Dr. Gower discussed a microprocessor shortage that is presenting problems as well as a hike in cost of materials in the remodeling of campus auditoriums.

- Dr. Gower requested the Deans of Instruction to work with faculty and compile a short list of online courses for the partnership with Symbiosis
- Dr. Gower revisited academic probation, more conversations with academic advisors and with the office of admission and records is necessary before moving forward.
- Dr. Gower addressed using the website to project academic majors available at IECC.

Meeting adjourned: 11:45 a.m.