**Chancellor’s Executive Cabinet**

9:00-12:00 p.m., September 13, 2021

Zoom

**Notes**

Attendance: Shouan Pan, Cindy Riche, Steve Leahy, Terence Hsiao, Kathie Kwilinski, Jennifer Dixon, Rebecca Hansen, Malcolm Grothe, Rosie Rimando-Chareunsap, Kurt Buttleman, Earnest Phillips. Yoshiko Harden, Chemene Crawford

1. Action Item
2. Seattle Central BAS Approval

Malcolm Grothe announced that Seattle Central College is seeking approval to offer a BAS degree in K-8 Education with a goal of increasing the pool of teachers of color. The program would start with two cohorts in Fall 2023. Dr. Harden explained how this grew from the Academy of Rising Educators and outlined enrollment and revenue projections. The Workforce Deans and VPIS have reviewed the proposal. **CEC approved the new BAS program.** This will come to the Board of Trustees for their consideration in October.

1. **Operational Issues**
2. District email blackout

Terence Hsiao talked about a recent retreat with Finance staff and an apparent need to document and improve processes. District Finance staff is going to set-aside one day or two half-days each week to focus on processes, during which time staff will not be responding to internal email. Terence asked if other functions have a similar need and if coordinating would be helpful. CEC members provided feedback and encouraged an end-date and advance communication so people know what to expect.

1. **Standing Issues/Updates**
2. Review of Notes from August 23

CEC reviewed the notes. They will be posted on the website.

1. Managing COVID-19 Pandemic

Jennifer Dixon reported on the vaccine verification process. Kurt Buttleman shared data on in-person fall course offerings. Dr. Rimando-Chareunsap shared comments she’s received that indicate confusion about the student verification process. Jennifer Dixon commented on concerns raised by WFSE and the bargaining process.

1. Chancellor/Board Updates

Trustee Peralata has been reappointed to a second term. Chancellor Pan reported on the video recording of Chair Chernin and himself for Convocation. Chancellor Pan also reported on his evaluation and how that process will continue. He asked CEC for input on the urgency and timing of the accreditation issue and for information to inform an upcoming discussion at the October 1 retreat. CEC will be asked to respond to a survey and the results will be shared at the retreat.

1. Budget

Terence Hsiao reminded everyone that budgets are due this Thursday. The budget will be presented to the board for a first reading in October.

1. ctcLink

Kurt Buttleman reported on responses to the faculty petition and issues that the project team is working on resolving.

1. Negotiations

Jennifer Dixon reported on a recent meeting with the faculty bargaining team. Pro-Staff bargaining will begin soon.

1. College and District Division Updates – College Presidents and Vice Chancellors

Malcolm reported that our contract with SHA was continued. Seattle Colleges will continue to provide Navigation services for residents.

Kathie Kwilinski reported on placement testing for SCIE.

1. **Personnel Requests**
2. Program Assistant, Workforce (North)
3. Campus Security Officer (South)
4. Senior Director of Financial Reporting (District)

The requests were reviewed and approved.

The next CEC meeting is September 27.