

**Executive Cabinet Meeting Monday, November 19, 2018**

MEMBERS PRESENT: Keith Snow-Flamer, Joe Hash, Angelina Hill, Wendy Bates, Julia Morrison

**1. President**

Please make sure that all accreditation items are up to date, as it will be discussed at the December Board meeting.

**Discussion: 1.1 Process for Updating the ACCJC Recommendation Tracking Sheet**

Angelina stated that there is no formal process for updating the tracking sheet. She stated they are on top of assesment and outcomes and believes that we are on track for meeting all recommendations other than the website. This will be tied to her Board report in December and she plans to send out tracker to everyone to ensure that we are all on top of what we have to do.

**2. Adminstrative Services****Discussion, Information: 2.1 Review 2018-19 Position Inventory**

1. Temp; Pre 1A; Student Specialist I; Workforce and Community Ed; Extended through March 31, 2019 due to failed search;  
*Approved*

**Discussion, Information: 2.2 Review 2019-20 Position Inventory**

Cabinet reviewed and have known all of the retirements.

**Discussion, Information: 2.3 Review Revised 2018-21 Budget Scenerios**

Angelina stated that she spent several days going over scenarios for budget forecast. The attachment was reviewed. The District is holding for 2020/2021 and 2021/2022 is holding flat because we won't know about student centered funding revenue until then. Funding will be dictated by our performance. These amounts include SISC and thos savings. There will be a 3% increase included in the move to SISC for 2020/2021 and 2021/2022. This sheet includes steps only, no COLA. Selling Garberville would go to Capital Outlay and are going to be restricted funds.

**3. Human Resources****Action, Discussion: 3.1 Review temporary and permanent staffing requisitions.****Information: 3.2 Past Due Evaluations**

A spreadsheet was reviewed. Joe and Angelina will follow up with their employees.

**Information: 3.3 January Flex Trainings**

Flex trainings scheduled for January were reviewed.

**Information: 3.4 California Minimum Wage Increases**

Cabinet discussed the minimum wage increase. Human Resources will work with Julia Morrison to devise a plan.

**4. Instruction****5. Student Development****Discussion: 5.1 Review Student Development Resource Rankings**

This agenda item was moved to the next Executive Cabinet meeting.

**6. Foundation/Marketing**