



Cabinet Meeting Summary October 26, 2015

Attending: Phil Allred, Michelle Brown, President Carlston, Patsy Daniels, Jake Dettinger, Steve Hood, Marci Larsen, Susan Larsen, Craig Mathie, Rob Nielson, Jeff Savage, Sam Steed, John Stevens, Wayne Squire

Notes from Previous Meeting (President)

- Action: Phil will involve Paul Tew and make recommendation for privacy on website
- Action: Marci will get campus activity coordination group to meet again
- Action: Jake will pull group together and talk about fee schedule
- Action: Everyone will send information on outside events the college is hosting to Marci (Christmas festival, health fair)
- Action: Craig will arrange for training for those carrying pagers once pagers arrive

Leadership Training (John)

- Shared past and current trends of communications
- Encouraged everyone to be involved with social media

Cabinet Responsibilities (President)

- Reviewed the role and responsibilities of cabinet: leadership development, communication and collaboration, improved effectiveness
- Thanked those who have served; welcomed those who are new
- Said the organizational structure has been created to reflect style and needs of the college; wants the group to be productive, not just active
- Shared "tasks v. relationships" approach to work
- Expressed appreciation to all in attendance
- Action: Everyone relay administration's feeling of appreciation with areas of responsibility
- Action: Everyone submit agenda items before meetings to help with productivity

Campus Safety/Campus Shooter Follow Up Training (Craig)

- Stressed the need to be prepared and realize something like this could happen at Snow
- Watched "RUN – HIDE – FIGHT" video found on Public Safety's website
- Action: Everyone take time in your staff meetings to show this video and invite officers to come answer questions

Spring Semester New Student Orientation (Craig)

- Expressed interest in doing an orientation for students starting in the spring
- Discussed start-day of spring semester; student service staff said they would appreciate a few more days to prepare for the new semester
- Action: Michelle will talk to students to see how they feel, Steve will talk to faculty

Accreditation Reports (Steve)

- Reported on the mid-cycle and nursing accreditation visits
- Need to better tie mission/core values to strategic plan
- Visitors were impressed with the facilities for the nursing program and suggested the bachelor of science in nursing is the future
- Action: Everyone thank/congratulate the nursing faculty if you see them

Science Building Groundbreaking (Marci)

- Scheduled for November 5 at 11:30 – short program and interactive displays
- Birthday treats will be delivered week-of to remind campuses
- Action: Everyone please encourage others to attend

Science Building Construction Schedule (President)

- Shared the anticipated time-line for now – start March 1, 2016, finish by May 1, 2017, use Fall 2017
- The current building will come down before school starts Fall 2017

Men's and Women's Soccer Proposal (President)

- Reviewed the process the proposal has gone through, noting support from most
- Plans to recommend to the Board of Trustees that this program be added for Fall 2016
- There will be some investment required (physical facility and operation cost), and, while there is no guarantee, it appears this will help with recruiting and diversity

Around the Room (All)

- Jeff: College Application Week is scheduled for November
- Michelle: True Badger and Halloween party are upcoming student activities
- Phil: The program used for the advertising monitors in Ephraim has been upgraded; John's office is now responsible for content
- Rob: The football team is #1; we may talk to Arizona about bowl game. The women's volleyball team plays on Tuesday
- Wayne: Copies of the wellness policy were shared; a discussion followed. Policy will go to College Council
- Sam: An update on current and upcoming projects (LED lights, AC remodel, summer projects, Center Street, Richfield chiller renovation) was given. Transition with motor pool to Campus Services is working well. Jeff thanked the grounds crew for their work in making a positive first impression when students and parents visit campus.
- Patsy: Progress is being made on signage in Richfield; this will be a nice, needed addition
- President: Housing Office is working with private housing providers to meet future demands.