

## **Council Notes**

**September 26, 2018**

**Prepared by: Deb Zielinski**

**Attendees: Meghan Hughes, Deb Zielinski, Rosemary Costigan, Robyn Greene, Ron Cavallaro, Bev Wiley, Sara Enright, Ruth Sullivan, Julian Alssid, Peter Shoudy, Hilary Jansson, Elizabeth Canning, Alix Ogden, Thomas Sabbagh, Bruce Busby, Bobby Gondola, Peter Bardsley, Tracy Karasinski, Bob Cipolla, Amy Kacerik, Melissa Fama, Greg LaPointe, and Rajiv Malhotra.**

### **President's Remarks:**

- Meghan welcomed everyone and introduced Joe Verdi, a current CCRI student, president of the CCRI Bible Study Club, and a student ambassador. Joe shared his story and how he came to be at CCRI.
- Meghan introduced new team members, Peter Shoudy, CIO, Melissa Fama, AVP for Academic Affairs, and Amy Kacerik, Dean of Enrollment Management and then gave the President's Report
- Meghan spoke briefly about Guided Pathways and thanked everyone for their efforts. We will be developing the five top transfer programs. It will require re-examining Gen Eds.
- Meghan shared that Julian's division has been rebranded and is now the Division of Workforce Partnerships. The goals are to triple our partnerships (from 25 to 75) and increase the number of students served from 6,836 to 8,000 (+17%).

### **Minutes of 7/25/18 (previously distributed)**

- Meghan called for a motion to approve the Council minutes dated 7/25/18. Hilary made a motion to approve, Bev seconded, and the minutes were unanimously approved with Tracy Karasinski abstaining.

### **Workforce Partnerships Update**

- Julian spoke specifically about the need for front-line staff being trained in data literacy. His division is working with AAA, BCBS, and CVS, with the assistance of Mike Kelly. Two cohorts will launch in October, working closely with Academic Affairs.
- They are working on piloting customer service training with AAA and CVS and the Process Technician cohort is starting.

### **Academic Affairs Update**

- Rosemary spoke about Guided Pathways, and described the status as "GP 1.0" being completed. Phase 2 has now begun. There are over 100 program maps developed.
- Rosemary reported that the NEASC Effectiveness Committee has been assembled since the spring. She thanked Rajiv, Alan, and the Standard leaders.
- Two new programs will be approved by the CPE - an associate degree program in Communication & Film/Media Arts. The second is a certificate program in CT Tomography.
- We have increased online course offerings over 200%. There are good outcomes regarding the number of sections offered that are gateway courses.

### **Student Affairs Update**

- Sara gave an enrollment update. As of the freeze Sunday night, we have a headcount of 14,539 (-1.5% off of last fall's number). Our FTEs are 9,513 (+2.9% over last fall). Our credit hours are 137,869 (+4.4% over last fall).
- We are in the midst of gathering the data for the RIP. 62% of the first RIP cohort returned for the fall. We have so many more students on track to graduate in 2-3 years than ever before. Sara thanked Rajiv and the IR team for their work.
- The new RIP cohort is more than 2,100; we are still chasing the paperwork.

### **Administration Update**

- Alix spoke about taking the emergency planning work to each campus to ensure leadership is trained.
- There was a RAVE practice run. We will be testing RAVE once a semester.
- Alix shared that Goody Clancy will be coming back to meet with the senior team in October. The task force will meet in November and then will go out to meet stakeholders on all campuses

### **Institutional Advancement Update**

- Bobby spoke about the IA team is presenting to Meghan next week on their future plans – “building the boat, figuring out where we are going, and driving the boat.”
- Bobby is excited about the five new trustees who will be joining the Foundation, whose names will be announced to the college and external community in the near future.
- Bobby noted that with the retirement of our former accountant, he acknowledged the hard work of his team, especially Kewen Chen, our new chief accountant, who has done a great job closing the books and achieving a great audit result.
- Over 60 scholarships were available this fall; 8 without applicants, so they will move to January. More than 750 applications were received. They will continue to work with teams to get these opportunities to students.

### **Information Technology Update**

- Peter indicated that the upgrade to Office 365 is underway, with the migration occurring after the mid-term grades are in, so it will likely be at the end of October.
- Related to Blackboard, Ally (accessibility) has been launched, and we will be piloting BB Collaborate later in the fall.
- In support of Guided Pathways and in close collaboration with Sara, Greg, and Student Services, we will be moving forward aggressively with implementation of StarFish.
- ALERTUS, a companion to RAVE, is coming soon. This will push RAVE messages to our digital signage, desktop computers, PA system. A test is planned for Columbus Day.
- We are moving forward with Grey Castle relating to cyber security, information security, and data classification (what we have where and what our risks are).

### **Culture Work Update**

- Elizabeth is evaluating our hiring processes, sitting with search committees, putting information online (such as questions, performance indicators). If anyone has questions during a hiring process, please contact her.

- There will be reach-out to focus groups, getting the word out, and building networks to showcase why we are a great place to work.
- Elizabeth reported that an employee engagement survey will launch in October, in coordination with the Culture Task Force.

### **Newport County Campus Report**

Robyn reported that the student population is the highest it has been in recent years.

Quantum Computing will be building next door (300 employees, \$20m building) with scientists and researchers from around the world. We should have opportunities here.

### **Next Meeting**

- November 28, 2018 @ 2:00 p.m.

In closing, Meghan asked that if anyone had feedback on better ways to run these meetings, to please share with Peter Bardsley.