



Senior Leadership Team Summary Notes  
September 16, 2009

Members Present: Gena Proulx, Dave Agazzi, Dwayne Cable, Joyce Coleman, Dennis Haynes, Betsy Oudenhoven and Ryan Smith

Meeting Recorder: Joan Tierney

AGENDA ITEM	DISCUSSION	OUTCOME
<p><b><u>Human Resources</u></b></p>	<p><i>LSTS</i>---Reviewed request for reclassification in position and title for an employee in LSTS and still reviewing an additional request for reclassification of another position.</p> <p><i>Bookstore</i>---SLT reviewed the recommended changes for the bookstore.</p> <p><i>Human resources staff positions</i>---The need for additional staffing in the human resources department was reviewed.</p>	<p>SLT supports the recommendation for upgrade to one LSTS position.</p> <p>This information will be presented to the Board at the October workshop.</p> <p>SLT supports the request for staffing.</p>
<p><b><u>Student Services</u></b></p>	<p><i>Resource tool</i>---SLT was apprised of a new on-line tool that was developed by the student services area. This tool is very useful for answering student questions immediately and will help the college community with knowledge of areas throughout JJC.</p> <p><i>Technology mini conference</i>---A mini conference program is in the planning stages for the February 11 staff development date. Assessment day for faculty will be offered as well as a number of technology related topics. There is a survey available for staff to suggest topics of information that was sent by email.</p>	<p>Training sessions for all staff will be available and will be organized by B. Oudenhoven.</p> <p>Information. B. Oudenhoven will let SLT members know where their participation will be needed.</p>

	<i>January P&amp;PD session</i> ---This session will focus on students and the theme will be Behind Every Face is a Story. Students will be performing and telling their stories.	Information
<b><u>Miscellaneous</u></b>	<i>SLT/Board Dinners</i> ---SLT discussed the format to be used for their dinner with the Board.	Information