

**College of San Mateo
Management Council Meeting**

December 9, 2019

1:30 – 3:00 PM

College Heights Conference Room (B10-468)

Members: Emily Barrick, Maggie Barrientos, Lizette Bricker, Tarana Chapple, Jia Chung, Tabitha Conaway, Robert Dean, Laura Demsetz, Heidi Diamond, Krystal Duncan, Allie Fasth, Charlene Frontiera, Hilary Goodkind, Jess Grainger, Robert Gutierrez, Mike Holtzclaw, Elnora Kelly Tayag, Aubrey Kuan Roderick, Kim Lopez, Claudia Menjivar, Carol Newkirk-Sakaguchi, Ashley Phillips, Ludmila Prisecar, Patrice Reed-Fort, Kristi Ridgway, Richard Rojo, Michele Rudovsky, Aaron Schaefer, Jeremiah Sims, Enna Trevathan, Steven Trinh, Andreas Wolf, Tiffany Zammit

Co-chairs: Micaela Ochoa and Alex Kramer

Guests: Mwanaisha Sims

MEETING AGENDA

Item #	Item	Person Responsible	Time	Action
1.	Welcome Introductions	Micaela Ochoa	5 Minutes	Information
2.	Review Agenda	Alex Kramer	2 Minutes	Action
3.	District Office Training: Title IX <ul style="list-style-type: none"> • Why we report • How to report, and • Protected categories under Title IX and our process both at the campus (Coordinator) and district (Investigator) ADA/504 <ul style="list-style-type: none"> • What is it? 	Mwanaisha Sims	25 Minutes	Information
4.	College Updates: Emergency Preparedness Update <ul style="list-style-type: none"> • Lessons Learned and Feedback from Power Outage • Emergency Contact List • Other Items 	Kim Lopez and Micaela Ochoa	10 Minutes	Information
5.	College Initiative (1 of 3)* <ul style="list-style-type: none"> • Strong Workforce Program (SWP) • Workforce Hub 	Alex Kramer and Ashley Phillips	20 Min.	Information
6.	Group Discussion and Report Out Review SWP EMP Workplan <ul style="list-style-type: none"> • How can each division/department support the SWP EMP workplan and planned tasks/activities? • What can we do to support SWP EMP workplan? 	Alex Kramer and Micaela Ochoa	20 Min.	Discussion
7.	Management Council Book Club Update	Tabitha Conaway	5 Minutes	Information
8.	Adjourn <ul style="list-style-type: none"> • Agenda items for future meetings • Quarterly News Digest 	Alex Kramer and Micaela Ochoa	3 Min.	Action

* Equity and Guided Pathways will be presented in March and May 2020

Future Meetings

March 9, 2020, 1:30 PM – 3:00 PM

May 11, 2020, 1:30 PM – 3:00 PM