

**Minutes, Deans and Chairs Meeting
June 15, 2020, via Zoom**

Diane McFarlin called the meeting to order at 2:00 p.m.

COVID-19 Updates

- McFarlin reminded managers to touch base with their employees on how they are doing and also to speak with their teams about work schedules. She also reminded them that all employees need to complete screening and test for COVID-19 ASAP.
- Reynolds said nine-month employees can have their tests now, or they can schedule in early August.
- McFarlin discussed budgetary implications of COVID-19.
- McFarlin said both CJC and UF are ordering shields for certain areas.

Student Town Hall

- McFarlin discussed racism and equity and mentioned upcoming CJC student, faculty and staff conversations. She asked CJC leadership team to encourage all CJC employees to participate.
- She also mentioned that President Fuchs will be discussing UF's concrete plans and action items.
- McFarlin discussed our valued alumni and guidelines for stakeholder engagement.

Students Reporting Racist Incidents

- McFarlin and Goodman discussed the student, faculty and staff town halls and a system for reporting racist incidents at the College level.
- McFarlin reiterated that we want this to be college-wide, with all of the college in the same discussion. Goodman, Kelleher, DiStaso and Ostroff also talked about the importance of micro-level discussions to follow at the department level.

Adobe Creative Cloud Access

- Goodman reported that Adobe is offering a deep discount to our students at \$77 for 6 months.

Open Discussion

- Babanikos discussed petitions for third dropped classes this summer.

McFarlin thanked the Deans and Chairs and closed the meeting.

Attendees: Diane McFarlin, Mira Lowe, Robyn Goodman, Randy Bennett, James Babanikos, Ted Spiker, Tom Kelleher, Marcia DiStaso, Dave Ostroff, Jeff Pole, Laurent Burman, Keisha Reynolds, Randy Wright, Margaret Gaylord

Meeting Adjourned at 2:47 p.m.

Respectfully submitted by Sarah Fitzpatrick