Sustainable Leadership Committee
Annual Meeting Minutes
October 12, 2020 at 2:00 pm Central via Zoom


Minutes:

- **Introductions**
  - Farewell to our Outgoing Members. Thank you for all the work you have done for the SLC
    - Wanda Reyes-Dawes (18-20), Manchester Community College-Connecticut
    - Tara Warden (18-20), University of Cincinnati
    - Jared Burton (18-20), Emporia State University
    - Jo Anne Huber (18-20), University of Texas-Austin
    - Joanne Damminger (18-20), Wilmington University
    - Heather Doyle (Chair), Delhousie University
  - Welcome to our new and continuing committee members
    - JP Villavicencio, Chair (15-21), University of Wisconsin-Whitewater
    - Joshua "JJ" Johnson (17-21), University of Central Florida
    - Kyle Ross (17-21), Washington State University
    - Jennifer McCaul (17-21), University of West Florida
    - Neena Fink (19-21), Southern New Hampshire University
    - Jessica Staten (19-21), Indiana University
    - Rich Robbins (16-22), Bucknell University
    - Monica Jones (18-22), Collin College
    - Rebecca Hapes (20-22), Texas A&M
    - Fai Howard (20-22), University of South Florida
    - Dana Hebreard (20-22), Aquinas College - Grand Rapids
    - Jessica Camp (20-22), Texas Women's University
    - Jesse Polle (20-22), Nevada State College; (MRRC Chair)
    - Kathie Sindt (18-22), Johns Hopkins University

- **Review** of the End of the Year Report to the Administrative Division
  - No Discussion

- **Updates:**
  - Kathie Sindt is our rep on the Race, Ethnicity, and Inclusion (REI) Working Group - Inclusive Leadership Training Team
    - Launched REI Leadership training for all NACADA leaders in 2020
      - Could serve as a model for N-LEP
      - Will this training become a part of the N-LEP program? TBD
  - **N-LEP**
    - We do not need to submit a proposal to the Administrative Division, we will work directly with the EO to make the creation and maintenance of this project happen
    - We will be using Canvas as our LMS platform
      - The EO will pick up the cost (approx. $10 pp) for people to use Canvas as part of the N-LEP
    - We will have a staff member who is fluent in Canvas assigned to us to help us get the framework up and to assist with maintenance once we go live
      - This will be part of their existing job, not full time
    - We build the framework in canvas and make it open for the individual “groups” to upload the trainings that they already have – no need for us to reinvent the wheel
    - Goal is to have this ready to launch by annual conference

- **Discussion:**
  - Formation of three sub-groups:
    - Implementation team
      - Begin getting the framework set up and phase 1
    - Communication/General education team
      - The launch, awareness, promotion
    - Beta testers (on hold for pre-launch)
      - Play with system, set up, intuitive/useful, first impressions
      - Search for others outside this committee to help with testing
    - Which team would work on content development?
      - Implementation but also work with other groups within NACADA as we do not want to be the ones to develop (re-develop) existing content
    - Need a visual outline to use when working with other groups to help show where their trainings fall etc.
What is provided through N-LEP vs. what they need to provide in their individual trainings
  ▪ Eliminate the duplication in multiple trainings
• Who maintains basic content updates – plan for maintenance
• Phases/Volunteers:
  o Implementation team gets the framework up working with the EO via Canvas
    ▪ Rich Robbins, Jennifer McCaul, Kathie Sindt, Jessica Camp, Tara Warden
  o Communication works to have messages ready – once we are ready to launch
    ▪ JJ Johnson, Dana Hebreatd
  o Beta testers test once the framework is ready to launch
    ▪ Kyle Ross, Jennifer McCaul (liaison for PD comm), Rebecca Hapes
  o Those not on the meeting, if you would like to volunteer for a sub-committee please contact JP or Jennifer

2021 NACADA Leadership Elections. Nominations for the SLC Chair for 2021-2023: Deadline October 31, 2020

Next steps:
• we are forming new groups (see above)
• please double check the group listings for a group you’d like to be involved in
• for those who were unable to join the meeting please contact JP or Jennifer to join a group
• If your term is up but would like to continue serving on the committee please let JP or Jennifer know.