**Bank Street College Advisory Council Minutes**
**June 11, 2019**
**112th Building, Room 612/613**

**Present:**
**Graduate School:** Robin Hummel, Amy Kline, Michele Ryan (SAT), Deb Vilas
**Children's Programs:** David Mortimer, Evi Rivera-Williams (SAT), Pam Wheeler-Civita, Lisa LaFlamme, Susie Rios
**Strategy &Operations:** Kelly Lorenz**,** Angela Persaud, Sylvie Fan, Franklin Mercedes, Cori Boudreaux
**President's Office:** Regina Wright
**Development (DERO):** Charles Babian, Ashley Arana
**Bank Street Education Center:** Katherine Baldwin, Lily Fincher, Monica Garcia
**Ex-Officio Reps:** Akilah Rosado, Shael Suransky

Emma (came for the strategic plan convo)

**Cabinet Members Present:**
**Children's Programs**: Jed Lippard
**Strategy & Operations**: Sulenyi Abreau, Justin Tyack
**Education Center**: Doug Knecht
**President's Office**: Katie Connelly

**Absent:**
Alexander Iwachiw

Call to order at 3:50 PM

**I. Administrative Stuff**

Minutes were approved
Charter language was approved
New co-chairs: Mónica García and Regina Wright were elected co-chairs by approval of the current membership.

**II. Ice Breaker Lead by Katherine & Mónica**

The Meaning of Names

## III. 2020 Strategic Plan (SP) Update Lead by Justin, Suleyni and Emma

One of the important roles of the CAC is to act in an advisory role. Goal for today's update: Share and reflect on the 2015 SP engagements; share a little about the plans for beginning to engage in the 2020 SP.

2015 process included internal analysis, financial analysis, and community input. The process was to first generate conceptual ideas; form a steering committee, then held as many divisional meetings and focus groups as possible, and made sure to meet with every division. Then narrowed down the ideas and tried to refine all the ideas through the All-Staff retreat. Then finalized plan and got it approved by the Board.

The process involved getting to know the community well. Community feedback was that the decisions around 2015 SP were made too quickly. Steering Committee role was not as clear as it could have been. Could have done more due diligence with the concerns that were raised by the community and how they would impact the SP.

For 2020:
Still have lots of opportunities for voice; want to improve transparency;
This year's All-Staff retreat already generated huge input for SP.
Also getting input from Cabinet. Will form another steering committee and have community engagements again. 2015 SP was really ambitious. Some things are not finished by any means. Many things in 2020 SP will likely build off of what was started in 2015.

## IV. FEEDBACK from CAC:

Akilah: This group has spent years figuring out how to work together. Since many are new, maybe we need to map out some guidance for this body so that they are not starting from scratch.
Amy: Shael coming to the divisional meeting last time was really helpful. He stayed as long as we wanted and answered all questions. Face time matters.
Kelly: CAC members should think about how to engage with their constituents. Think about the right opportunities for the SP team come to meetings and engage with them. Make sure leadership knows about those opportunities.
Akilah: Last time we did a TON of communication. Maybe this group would help with streamlining the flow of communication.
Michele: Sharing out in this group to hear how other divisions are getting info across is helpful and should be happening more. Learning from each other about ways to communicate, what's working in each division would be helpful.
Suleyni: Want to make sure we create opportunities for staff members that are off-site, especially from Ed Center.
Akilah: And also make sure we hear from Head Start.
Sylvie: We need a way to communicate back. We usually get the info but sometimes we're not sure where our feedback goes back to.
Pam: We seem to all be working a lot on communication across the whole community. How can we find ways to make some of our systems more accessible? How can we create a model to make sure we are communicating with our leadership in a consistent way? We can't all have

one big calendar; the College is too big. How do we make these consistent access points across the college?

Michele: How do we use this group to share out about each of our divisions so that we are the ones that disseminate information back to our constituents?

Justin: One of the things we have been thinking about is making the CAC the steering committee. But they have different charges. But we need to make sure that the two groups are in communication. This group came out of the previous SP. Where is there synergy between the 2 groups? Maybe we have some joint meetings? Don't want this group to feel siloed from the steering committee.

Dave: When we talk about communication, sometimes we talk about an issue bubbling up and making it up the chain. But we're not good at circling back. How do we make sure that we circle back when issues are raised?

**V. Timeline for 2020SP:**

Pre-engagement sessions: March-June 2019; Generate conceptual ideas: July-December 2019; Narrowing of ideas: January-March 2020; Finalize SP: March-June 2020.

**VI. Divisional Discussions with Leadership**

Share out: Susie: I think I have a better understanding of what I signed up for. I wanted to be part of this committee to be able to learn about where Bank Street is in the world and better understand the Bank Street family. Frank: I feel like I'm dipping my feet in too. Now I know so much more about the different facets of my division and we even already raised some issues.

**VII. Shael's Closing Thoughts**

Thank you to the outgoing CAC members.

This group was formed in direct response to issues that have been raised over the years.

There is no straightforward answer to governance; it's not a straightforward process.

It has been a real labor or love for those who are stepping off.

We want to make sure that when there's confusion or concerns there is an access point, rather than sweeping things under the rug.

As you'll learn, this is a complicated place and there are a lot of different cultures within the institution that don't always match up.

I want to be a real partner with this group. The Leadership team and the Board are behind you.

This year is important with the new SP. That will be a big process of talking to lots of members of the community. You will have an important role in this.

My door is open. The Cabinet and I will continue to support and come to meetings as needed.

**VIII. Kelly and Robin's Closing Thoughts:**

Thank you to Shael and Akilah, especially Akilah for guiding us through all things related to governance. Support from Cabinet has been wonderful as well, their openness to working with their CAC members. We're excited to have a new generation joining this Council with their new ideas. We hope you find it as valuable as we did. Please come to us for help and guidance!

Adjourn 5:15 PM