

# EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, January 10, 2007

AGENDA ITEMS	DISCUSSION	DECISION / ACTION	OUTCOME
<p><b>1.0 <i>President's Update</i></b> R. Ramirez</p> <ul style="list-style-type: none"> <li>• SEC telephone service</li> <li>• Retention strategies/statistics</li> <li>• Miscellaneous topics</li> <li>• Campus signage</li> </ul>	<p>Line disruption</p> <p>Instructor involvement</p> <p>Handouts</p> <p>Pantano directional sign</p>	<p>Information only</p> <p>Have deans share specific information with faculty and staff</p> <p>Information only</p> <p>Approved, need follow up</p>	<p>Improved retention rates in Spring and Fall of 2007</p> <p>Daniel to contact B. Ward</p>
<p><b>2.0 <i>Dean of Instruction Update</i></b> R. Fridena</p>	<p>EC Faculty Breakfast</p> <p>Enrollment update</p> <p>Issues for CDAC meetings</p> <p>Consolidation of computer classes</p>	<p>Update/information only</p> <p>Need to delete classes</p> <p>Information only</p> <p>Update/information only</p>	<p>Individual classes to be analyzed by DDs</p>
<p><b>3.0 <i>Dean of Student Development Update</i></b> S. Fortin</p>	<p>Active Adult Expo</p>	<p>Information only</p>	
<p><b>4.0 <i>Division Deans' Update</i></b> A. Christensen</p> <p>J. Studer</p>	<p>Registration update</p> <p>No report</p>	<p>Information only</p>	

R. Castro-Salazar	No report		
<b>5.0 NLC Update</b> T. Hawkins	Staffing/HR issues	Update/information only	
<b>6.0 Director of Administrative Services Update</b> D. Soza	College Work Study  Planning for future labor needs	Regular HR processes used, protocol to be reviewed at next meeting  Who, what, where, and how much	Budget to be transferred to Other Comp, Daniel will ask M. Martinez to update on processes  Fall needs to cabinet in early April
<b>7.0 Executive Assistant Update</b> D. Offret	No report		
<b>8.0 Guests</b> Steve Asher, Campus Plant Manager  Maggie Lomeli, DPS  Gail Fritz, Curriculum Coordinator	Facility/project updates  Campus and NEC security issues  Display of explicit sexual materials  DPS shift changes  Program planning	Information only  Information only  Information only  Information only  Forms needed to fast track SSME program	Gail to take charge