

EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, January 31, 2007

AGENDA ITEMS	DISCUSSION	DECISION / ACTION	OUTCOME
<p>1.0 President's Update R. Ramirez</p> <ul style="list-style-type: none"> • All Campus Meeting • 2007-08 Catalog • February Coverage Keplar and Castro-Salazar leave • Administrative Meeting • K-12 Outreach • Wells Fargo • WESTCOR • Early College High Schools for Native Youth • College Plan Update 	<p>Agenda development</p> <p>Draft campus description</p> <p>Planning/staffing</p> <p>Summary</p> <p>On campus assistance</p> <p>PP Presentation</p> <p>Corporate contact</p> <p>Request for Proposals</p> <p>Format</p>	<p>Fifteen minute update, then D. Bea presentation</p> <p>Cabinet review</p> <p>Coverage during absences designated</p> <p>Information only</p> <p>Will query faculty, staff</p> <p>Information only</p> <p>Information only</p> <p>Information only</p> <p>Information only</p>	<p>Agenda set</p> <p>Approval</p> <p>Cabinet administrators to handle reporting and operational duties, Steve and Katy to help with support</p> <p>D. Martinez will create specific list of duties</p>
<p>2.0 Dean of Instruction Update R. Fridena</p>	<p>Enrollment</p> <p>Curriculum coordinator committee</p> <p>Absent list – concept</p>	<p>Information only</p> <p>Update/information only</p> <p>Information only</p>	

	Campus signage	Information only	
3.0 Dean of Student Development Update S. Fortin	Postcard campaign Calling campaign – IU90-30 RAM position	Update – 13% enrolled Update/information only Update	Congratulations
4.0 Division Deans' Update A. Christensen J. Studer R. Castro-Salazar	AZ Bio Network position No report Sign language	Reporting confusion needs to be clarified Update	Reports to Principal Investigator
5.0 NLC Update T. Hawkins	Staffing issues Curriculum development Follow up–Active Adult Expo	Update Information only Update	
6.0 Director of Administrative Services Update D. Soza	Funding summary RAM ratios Mid-year budget analysis Leadership tools Staff retirement/recruiting direction	Update Information only Information only Information only Information only	

<p>7.0 Executive Assistant Update D. Offret</p>	<p>NISOD participants</p> <p>ALMA</p> <p>Marketing committee</p> <p>Border Learning Conference</p> <p>Groves/Lincoln Park</p> <p>Events Planning Task Force</p>	<p>Information only</p> <p>Information only</p> <p>Information only</p> <p>Information only</p> <p>Information only</p> <p>Information only</p>	
<p>8.0 Guests Rita Ladd-Carpenter, IT Support Specialist</p> <p>Lorenzo Cotton, MS Supervisor</p>	<p>Communication options</p> <p>Sidewalk repair, seating</p>	<p>Information only</p> <p>Tour of campus</p>	<p>Prioritization of renovated areas will be forwarded to Lorenzo</p>