

EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, May 16, 2007

AGENDA ITEMS	DISCUSSION	DECISION / ACTION	OUTCOME
<p>1.0 President's Update R. Ramirez</p> <ul style="list-style-type: none"> • Chancellor's Cabinet DEG Group Online Education FTSE for Shared Programs Safe Halloween Campus Student Activity Funds • Campus Action Team (CAT) • FERPA • Staff Reassignments • Vacation and Flex Schedules • Multiversidad Visit • Additional Items 	<p>Review</p> <p>Handouts, review of meeting</p> <p>Student privacy</p> <p>Administrative assistants</p> <p>Review of current schedule</p> <p>Educational possibilities</p> <p>Exemplarity programs</p> <p>Faculty Admin Appointments</p>	<p>Information only</p> <p>Update/information only</p> <p>Information only</p> <p>Campus needs to be informed</p> <p>Information only</p> <p>Some confusion over request</p> <p>Deans to submit</p> <p>List to Jack Redavid by May 31</p>	<p>Lesley to send out notification on Monday</p> <p>Ricardo to contact</p> <p>Lesley to compile list</p> <p>Tom, Ricardo and Raul to consult</p>
<p>2.0 Dean of Instruction Update M. A. Martinez Sanchez</p>	<p>Department chair meeting – all invited (4:00pm today)</p> <p>Pre-graduation meeting</p>	<p>Information only</p> <p>Information only</p>	

	Summer enrollments and scheduling changes	Information only	
3.0 Dean of Student Development Update S. Fortin	Delete list - 489 registrations Upward Bound Student Thank You Retirement party at NW Summer hours at EC and NEC Placement test scores	Will contact all Funding discontinued Well received Information only Update/information only Declining in many areas of the city	Shelley and Lesley will coordinate Raul has discussed transition with DV campus Will continue during the summer sessions Shelley to break out info for our service areas
4.0 Division Deans' Update A. Christensen R. Castro-Salazar T. Tomasky	No report Computer Commons remodel Adjunct faculty accountability FSS fees purchases Lab Specialists meeting Safety inspections Staffing for SEC & NEC labs Lockdowns/security	Update/information only Update/information only Update/information only Need better procedures Information only Information only	 Tom and Mary Ann to meet and discuss a new direction for the sciences

<p>5.0 NLC Update T. Hawkins</p>	<p>Campus Activities mini-grants</p> <p>Emergency Response equipment</p> <p>Incompletes on EWeb help</p> <p>HR interactions</p>	<p>Active adult segment needs to be addressed</p> <p>Information only</p> <p>Update/information only</p> <p>Update/information only</p>	<p>Terry and Shelley to speak further regarding developing a program</p>
<p>6.0 Director of Administrative Services Update D. Soza</p>	<p>Capital Budget projects</p> <p>Lost key report</p> <p>Funding structure for department chairs/lead faculty</p> <p>Classroom inventory</p> <p>VHS conversion to DVD</p> <p>Copying machines</p> <p>Dual enrollment addenda</p> <p>IGA with UA South</p>	<p>Need liaison assignments</p> <p>Signatures required</p> <p>Information only</p> <p>Information only</p> <p>Removal of many classroom TVs will take place by Fall semester</p> <p>Update/information only</p> <p>Questions on processes remain unanswered</p> <p>Update/information only</p>	<p>Specific cabinet members assigned to 14 projects</p> <p>Classroom to be rekeyed, Raul to sign form</p> <p>Mary Ann and the deans to provide additional notification to faculty that conversions need to take place</p> <p>Raul to contact Chancellor and David Bea</p>
<p>7.0 Executive Assistant Update D. Offret</p>	<p>No report</p>		

<p>8.0 Guests Stella Bay, DPS Manny Amado, DPS Maggie Lomeli, DPS Katy Hernandez, EC Campus Watch Maxie Maxfield, EC Biology Instructor</p> <p>Kathy Kent, EC Campus Watch Helen Johnson, EC Campus Watch</p>	<p>Presentation of Campus Watch Award Certificates of Commendation</p> <p>Emergency Preparedness</p>	<p>Great diligence in protecting our campus</p> <p>Campus Watch needs to train in IS 100 & 700</p>	<p>Thank you!</p> <p>CAT team representative to join Campus Watch, CW members to begin online training, Dan to help coordinate CAT group training</p>
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