

# EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, January 30, 2008

AGENDA ITEMS	DISCUSSION	DECISION / ACTION	OUTCOME
<p><i>President's Items</i></p> <ul style="list-style-type: none"> <li>• Chancellor's Cabinet January 15 &amp; 22</li> </ul>	<p>Review</p> <ul style="list-style-type: none"> <li>Faculty recruitment</li> <li>Travel manual</li> <li>Everify &amp; student workers</li> <li>Cell phone discussion</li> <li>Changing login passwords</li> <li>Legal services</li> <li>Board packet distribution</li> <li>ADA/EEO SPGs</li> <li>Protocol for re-accreditation</li> <li>Employee separations</li> <li>Administrative teaching credentials</li> <li>Survey measurements</li> <li>IT organizational structure</li> </ul>	<p>Information only</p>	
<ul style="list-style-type: none"> <li>• Pharmacy Seminar</li> </ul>	<p>Planning for senior education efforts</p>	<p>Potential seminar series needs to be developed</p>	<p>Tom to work with Marketing, Ward IV and Pima Council on Aging</p>
<ul style="list-style-type: none"> <li>• PCC Project Schedule</li> </ul>	<p>Basin data analysis</p>	<p>Update</p>	
<ul style="list-style-type: none"> <li>• I-9 Forms &amp; Representatives</li> </ul>	<p>Forms must be sent immediately to HR (L. Nichols)</p>	<p>Tess LaPorte to train other campus employees</p>	<p>President's office to send listing to cabinet, Daniel to set up special courier service</p>
<ul style="list-style-type: none"> <li>• Pima for Kids</li> </ul>	<p>Update on summer program</p>	<p>Need to expand activity on campus</p>	<p>Mary Ann to have CC contact person to cabinet</p>
<ul style="list-style-type: none"> <li>• College Plan Reporting</li> </ul>	<p>Planning and Institutional Research</p>	<p>Information on activities needs to be reported</p>	<p>Cabinet to channel information to Dan</p>

