

EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, April 6, 2011

Time: 11:30 am – 1:34 pm

Members present: Char Fugett, Campus President, Harry Muir, VP of Instruction, Nancee Sorenson, VP of Student Services, John Gillis, Division Dean, Daniel Soza, Campus Director of Administrative Services, Terry Hawkins, Advanced Program Manager, Terry Bracamonte, Advanced Program Manager, Dan M. Offret, Executive Assistant

Members excused: none

AGENDA ITEMS	DISCUSSION	DECISION / ACTION	OUTCOME
<i>President's Items</i>			
<ul style="list-style-type: none"> • Student Services 	Movement back to campus supervision	Need consistency in service; Code of Conduct to Student Development	July 1 start date
<ul style="list-style-type: none"> • 10-20-30 Recognition Ceremony 	Committee formed; moving ahead	Information only	
<ul style="list-style-type: none"> • Summer Flex Work Schedules 	Survey of cabinet	Schedule needs firming	Final schedule will be sent out to Chancellor's cabinet and campus
<ul style="list-style-type: none"> • Santa Rita High School Assessment 	Debrief of initiative	Ninety-one students attended; held in Lower Computer Commons	Palo Verde HS being scheduled for 4/20
<ul style="list-style-type: none"> • Additional Video Conference Room 	Possible other sites	Need to limit meeting travel	Departments to check areas
<ul style="list-style-type: none"> • Newsletter Articles 	Survey for change in features	New format and columns may be in order	Offret to speak with D. Doolen re: survey
<ul style="list-style-type: none"> • Contacts - Business and Industry 	Inclusion in report to Chancellor	Information only	
<ul style="list-style-type: none"> • National Student Employment Week 	Thank you for student workers	Information only	
<ul style="list-style-type: none"> • Development of CSA265-Online 	Protocol as there is no longer a VPI Group	First course to be developed in on-line fashion	Muir to submit following the usual process
<ul style="list-style-type: none"> • Pima Reports Focus Groups 	Review of platform	Cabinet members and others to attend	List of twelve to be forwarded to PIR

<ul style="list-style-type: none"> • Reassigned Duties • College Plan-Cross Functional Teams • Pima for Kids • Internal Controls <ul style="list-style-type: none"> Hiring for Fall Tutors Tutoring Center Admissions & Registration Policy Procedure Service Animals on Campus • Accreditation • College Plan Update • Professional Development • Campus Climate • Roll Out of New Admission Standards • Request for On-Line Course Revision for PHT174 • Reception for Writing Contest Winners • Pima County JTED Press Release • GED Testing • Training for Adjunct Faculty • Announcements and Reminders <ul style="list-style-type: none"> Deitz Elementary (4/8) Brown Bag Series - Project SOAR (4/13) 	<ul style="list-style-type: none"> College Plan updates Work group structure Space for this summer Specified items Closure in summer New ADA regulation Tabled Tabled Tabled Chat for Change Upcoming changes Pharmacy lead to take point Scheduled for Monday, May 2 Funding cuts Testing process Topics for review in next few weeks Information only 	<ul style="list-style-type: none"> Point of contact for duties needed Information only Fewer rooms needed Information only Alternative plan needed for SOAR tutoring room Regulatory procedures uncertain Update Update/information only Information only Update/information only Information only Will need to be updated Information only 	<ul style="list-style-type: none"> Sorenson will assume Gillis to invite coordinator to cabinet meeting Hawkins to check with SOAR D. Deskin and Sorenson to review document Sorenson to begin analysis
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<p>Phi Theta Kappa Spring Induction Ceremony (4/27) 10-20-30 Recognition (4/27) Identifying and Responding to the Distressed Student (5/3) MHC Healthcare Grand Opening – <i>Lasso the Moon</i> (5/21)</p> <p style="text-align: center;"><u>Area Updates</u></p> <p><i>Soza</i> -Cashier glass installation completed</p>	<p>Information only</p>		
<p><i>Guests</i> None</p> <p>Next meeting: May 4</p>			