

EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, December 15, 2010

Time: 9:00 am – 11:00 am

Members present: Char Fugett, Campus President, Mary Ann Martinez Sanchez, VP of Instruction, Nancee Sorenson, VP of Student Development, John Gillis, Academic Dean, Daniel Soza, Campus Director of Administrative Services, Terry Hawkins, Advanced Program Manager, Terry Bracamonte, Advanced Program Manager

Members excused: Dan M. Offret, Executive Assistant

AGENDA ITEMS	DISCUSSION	DECISION / ACTION	OUTCOME
<p><i>President's Items</i></p> <ul style="list-style-type: none"> • Classrooms for Adult Education Programming – Spring 2011 • Internal Controls Review -New Hire Process • Accreditation • College Plan • Professional Development -“What Would I Do” scenario -Staff Professional Development Lab -Student Code of Conduct Training -Restorative Justice Seminar • Campus Climate • Announcements and Reminders Holiday Potluck (12/15) Faculty Computer Sandbox Open House (12/15) EC All Faculty Morning (1/12) Alberding Amble (4/2) 	<p>GED prep classes and GED practice tests on EC</p> <p>Coverage of procedures</p> <p>Status</p> <p>Initiatives completion</p> <p>Information only</p> <p>Report due to Chancellor</p> <p>Information only</p> <p>Information only</p>	<p>Information only</p> <p>Information only</p> <p>Update/information only</p> <p>Update/information only</p> <p>All use needs to be recorded</p>	<p>Sorenson to get Student Services hours in to president's office</p>

<p style="text-align: center;"><u>Area Updates</u></p> <p><i>Martinez Sanchez</i> -Faculty certification for new hires and standards for current faculty</p> <p><i>Sorenson</i> -Job search for SOAR Program Manager</p> <p><i>Gillis</i> -Logistics program</p> <p><i>Bracamonte</i> -Vail staff to continue with program, but through third-party pay instead of contract</p> <p><i>Hawkins</i> -High school dual enrollment update -Student Code of Conduct training updates</p>	<p>Information only</p> <p>Information only</p> <p>Update/information only</p> <p>Information only</p> <p>Information only</p>		
<p><i>Guests</i> Doreen Armstrong, AVC Human Resources Diane-Marie Landsinger, Employee Relations Analyst</p> <p>Dina Doolen, Marketing/PR Coordinator</p> <p>Steve Asher, Campus Plant Manager</p> <p>George Ahlers, Campus IT Coordinator</p> <p>Next meeting: TBD</p>	<p>Introduction and welcome of new Employee Relations Analyst</p> <p>Marketing projects and materials</p> <p>Campus Facilities projects</p> <p>EC IT projects</p>	<p>Information only</p> <p>Updates/information only</p> <p>Updates/information only</p> <p>Updates/information only</p>	