

# EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, February 16, 2011

Time: 9:00 am – 11:26 am

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"> <li>• Library Directors Working Group</li> </ul>	Handout	Proposal needs further action	Muir will follow proposal and give updates
<ul style="list-style-type: none"> <li>• Final Action Plans – Program Review</li> </ul>	Internet access to plans	Items need to be accurate	Muir to review
<ul style="list-style-type: none"> <li>• All Campus Meeting Agenda</li> </ul>	Items for inclusion	Need to schedule for March 9	Offret to send out save the date
<ul style="list-style-type: none"> <li>• NEC Activities and Timeline</li> </ul>	Cancelled classes; staffing plan; equipment inventory	Need to communicate details to students and staff	Sorenson to begin communication process
<ul style="list-style-type: none"> <li>• Internal Controls -Dual Enrollment Flowchart</li> </ul>	Zero hour and after school classes	Information only	
<ul style="list-style-type: none"> <li>• Accreditation</li> </ul>	SLO Task Force	Information only	
<ul style="list-style-type: none"> <li>• College Plan Update</li> </ul>	Upcoming meeting	Information only	
<ul style="list-style-type: none"> <li>• Professional Development</li> </ul>	Faculty development space – workshop use; faculty resources	Information only	
<ul style="list-style-type: none"> <li>• Campus Climate</li> </ul>	Latest Chat for Change session -Withdrawals-notifying faculty -PAR process	Information only	

<ul style="list-style-type: none"> <li>• Announcements and Reminders</li> <li>Vail Pride Day (2/19)</li> <li>TRiO Volunteer Day (2/19)</li> <li>Faculty Training Session (3/29)</li> <li>Teaching Strategies Workshop (8/13)</li> </ul> <p style="text-align: center;"><b><u>Area Updates</u></b></p> <p><b><i>Sorenson</i></b></p> <ul style="list-style-type: none"> <li>-SOAR grant</li> <li>-High school visits</li> <li>-New student orientation</li> </ul> <p><b><i>Muir</i></b></p> <ul style="list-style-type: none"> <li>-Cost savings measures</li> <li>-Curriculum adjustments</li> </ul> <p><b><i>Gillis</i></b></p> <ul style="list-style-type: none"> <li>-Vet faculty recruitment</li> <li>-CIS/CSA faculty meeting</li> <li>-Staffing</li> </ul> <p><b><i>Soza</i></b></p> <ul style="list-style-type: none"> <li>-Funding model for adjunct classes</li> </ul> <p><b><i>Hawkins</i></b></p> <ul style="list-style-type: none"> <li>-Code of Conduct processes</li> </ul> <p><b><i>Offret</i></b></p> <ul style="list-style-type: none"> <li>-UB Support Staff search</li> <li>-TRiO Volunteer Day</li> <li>-US Customs partnership for Black History Month</li> </ul>	<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>Information only</p>		
<p><b><i>Scheduled Guests</i></b></p> <p>Dina Doolen, Marketing and PR Coordinator</p>	<p>Unavailable</p>		

<p>Steve Asher, Campus Plant Manager</p>	<p>Campus Physical Plant</p> <ul style="list-style-type: none"><li>-Carpeting of Library</li><li>-Smoking on campus</li><li>-New bridge installed</li><li>-Additional lighting – north side of E4</li><li>-Cashiers glass</li><li>-Markable wall for sandbox</li><li>-M6 replacement</li><li>-New cafeteria furniture</li><li>-O1 bathrooms/shelving</li><li>-New stage</li></ul>	<p>Information only</p>	
<p>George Ahlers, IT Supervisor</p> <p>Next meeting: March 2</p>	<p>Campus Projects</p> <ul style="list-style-type: none"><li>-Assessment tools to be installed on Lower Commons computers</li><li>-IT Tech Team</li><li>-NE computer reassignment</li><li>-Google notebooks</li></ul>	<p>Information only</p>	