

EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, June 22, 2011

Time: 10:00 am – 12:27 pm

Members present: Charlotte Fugett, Campus President, Harry Muir, VP of Instruction, Nancee Sorenson, VP of Student Development, John Gillis, Division Dean, Daniel Soza, Campus Director of Administrative Services, Terry Hawkins, 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"> • Instructional Projects 	Projects -New furniture/Learning Studio -Title III Proposal -Writable Walls -Library Open Instruction Area -Smartboard retrofits -Basin Project-Instructional use -Dual Enrollment/Outreach	Update/information only	
<ul style="list-style-type: none"> • Student Services Staffing 	Staffing changes; vacated positions	Update	New organizational chart pending
<ul style="list-style-type: none"> • Transition of Student Services to Campus 	July 1 changes	Welcome back reception in Student Development	President's office to plan
<ul style="list-style-type: none"> • E4 Overhang Ribbon Cutting 	Possible ceremony	Campus needs to showcase expansion	Gillis to coordinate with District
<ul style="list-style-type: none"> • Signage Replacement 	Tutoring center and incorrect, outdated signage	Campus needs to update	Hawkins to notify District officials; areas to review their areas
<ul style="list-style-type: none"> • Site Visit-District IT 	General meeting with campus	Open forum will be scheduled for the lower commons	Soza will draft memo and inform all

