

# EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, March 2, 2011

Time: 9:06 am – 11:44 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
<p><i>President's Items</i></p> <ul style="list-style-type: none"> <li>• Board of Governors Recognition – 4/13</li>   <li>• All Campus Meeting Agenda Items</li>   <li>• LULAC Participation</li>   <li>• PCC Capital Process</li>   <li>• Apple Awards – Outstanding Adjunct Faculty</li>   <li>• Internal Controls  FY 2012 FTSE Estimate  NEC Closing</li>   <li>Evening and Weekend Coverage  Administrative Teaching Assignments  Contracts Process  Business Process Analysis - HR</li>   <li>• Accreditation</li> </ul>	<p>Nominees</p> <p>Possible topics</p> <p>Event scheduled for Spring Break</p> <p>Determinations</p> <p>Timing of awards</p>  <p>Positive review of estimate  Notification given; furniture,  supplies to EC, computers based  on need  Clarification of coverage times</p> <p>Pharmacy program decision  pending</p>	<p>Submission deadline 3/25</p> <p>Campus needs notification</p> <p>Information only</p> <p>Information only</p> <p>Nominations and judging done  before the end of the Spring  semester, awards at Fall Adjunct  Faculty Orientation</p> <p>Information only</p> <p>Update/information only</p>	<p>Cabinet to forward possible  names to President's Office</p> <p>Offret to send out reminder  and request for items</p>   <p>Changes may be contemplated  next year</p>

<ul style="list-style-type: none"> <li>• College Plan Update</li> <li>• Professional Development</li> <li>• Campus Climate</li> <li>• Announcements and Reminders <ul style="list-style-type: none"> <li>Brown Bag Series (3/2)</li> <li>All Campus Meeting (3/9)</li> <li>Speaker's Series (3/22)</li> <li>Classroom Management (3/29)</li> <li>Brown Bag Series (3/30)</li> <li>Dietz Elementary School Visit (4/8)</li> <li>Flowing Wells Visitation (5/1)</li> </ul> </li> </ul> <p style="text-align: center;"><b><u>Area Updates</u></b></p> <p><b><i>Muir</i></b>  -TUSD/PCC collaboration  -Office coverage</p> <p><b><i>Gillis</i></b>  -Faculty and staff illnesses  -Campus vandalism  -Faculty recruitment</p> <p><b><i>Soza</i></b>  -Cashier safety glass installation  -Project SOAR budget and space use</p> <p><b><i>Bracamonte</i></b>  -NEC wrap up</p> <p><b><i>Hawkins</i></b>  -TAA grant - prospective partners  -Santa Rita HS presentation</p> <p><b><i>Offret</i></b>  -Football field modifications  -Pima United TRiO Volunteer Day</p>	<p>Board workshop – March 9</p> <p>Tabled</p> <p>General environment</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>Information only</p> <p>Information only</p>	<p>Date conflicts with All Campus meeting</p> <p>Information only</p>	<p>Muir to attend workshop and represent the campus</p>
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<p><b><i>Guests</i></b> Michele Betzen, Program Manager-Internships</p> <p>Next meeting: March 9-Special Cabinet</p>	<p>Presentation on internships and College policy and procedure</p>	<p>Information only</p>	
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