

EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, May 4, 2011

Time: 9:00 am – 11:25 am

Members present: Charlotte Fugett, Campus President, 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: Harry Muir, VP of Instruction, Terry Bracamonte, Advanced Program Manager

AGENDA ITEMS	DISCUSSION	DECISION / ACTION	OUTCOME
<p><i>President's Items</i></p> <ul style="list-style-type: none"> • Title III Adjacencies Exercise • District Office Outstanding Staff and Faculty Awards • Admission Standards • Internal Controls • Accreditation • College Plan Update 2011-113 College Plan Initiatives and Strategies • Professional Development 	<p>Process of planned exercise</p> <p>Nominations needed</p> <p>CDAC proposals on admission standards</p> <p>Summer Operational Hours -Department hours -Student Services hours -employee flex hours</p> <p>Notice of reaccreditation of Pharmacy program – 6 years; EMT recent visit</p> <p>BOG presentation pending</p> <p>State legislation and impact on the College</p>	<p>Overview/information only</p> <p>Information only</p> <p>Information only</p> <p>One memo to be sent to the campus Assessment/Testing closed on Saturdays for summer</p> <p>Information only</p> <p>Information only</p> <p>All campus employees need to be encouraged to attend legislative forum; three times/locations available</p>	<p>Information to Fugett by Friday</p> <p>Cabinet attendance to be staggered to provide for campus coverage</p>

<ul style="list-style-type: none"> • Campus Climate Chat for Change • Announcements and Reminders 10-2-0-30 Celebration (5/9) Multi-Cultural Convocation (5/5) Enduring Eyes Exhibit (5/9-13) Graduation (5/19) Teaching Strategies Workshop (8/13) <p style="text-align: center;"><u>Area Updates</u></p> <p><i>Sorenson</i> -First round of interviews for Student Services Manager scheduled -NEC work orders</p> <p><i>Gillis</i> -E4 construction project (8/1 end) -Faculty award</p> <p><i>Soza</i> -Cashier services/nighttime coverage -Toshiba copy machine at NEC -Technology needs list from NEC</p> <p><i>Hawkins</i> -E2-201 furniture requisition; upper and lower commons -Dual enrollment</p> <p><i>Offret</i> -Participation in Student Forums (5/5) -Enduring Eyes Opening Reception</p>	<p>Tabled</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><i>Guests</i> Jacquelyne Echave & Jessica Perkins All Arizona Academic Team</p>	<p>Dialogue and wishes for continued successes for both East Campus students</p>	<p>Welcome and congratulations</p>	

<p>NAU Representatives Patty Diaz, Local Area Coordinator Doug Small, Associate Dean for Extended Campus Kristy Schmidt, Program Coordinator Dr. Glynn Burleson, Program Coordinator-Senior</p> <p>Next meeting: May 18</p>	<p>Educational opportunities for students and possible partnering activities</p>	<p>Update/information only</p>	
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