

EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, November 17, 2010

Time: 9:00 am – 12:12 am

Members present: Char Fugett, Campus President, Mary Ann Martinez Sanchez, VP of Instruction, Harry Muir, VP of Instruction-Downtown Campus, 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"> • 2012 Federal Appropriations 	Projects for funding	Information only	
<ul style="list-style-type: none"> • Lower Computer Commons Scheduling 	Change of venue	Community Room to be utilized for New Student Orientations	See further discussion with campus IT Supervisor
<ul style="list-style-type: none"> • Completion by Design – Gates Foundation Grant 	Request review	Information may be needed	Offret to contact R. Ramirez regarding details
<ul style="list-style-type: none"> • Basic Skills Assessment 	New emphasis on preparation - On-line Tutorial	Information only	
<ul style="list-style-type: none"> • New Staff Accommodations 	Project SOAR beginning	Information only	
<ul style="list-style-type: none"> • Computerized Classroom – O1-118 	Evaluation and room configuration	Update	
<ul style="list-style-type: none"> • Testing Schedule 	Staffing	Information only	
<ul style="list-style-type: none"> • Internal Controls - Employee Policies and Procedures 	Suggestion gathering	Information only	
<ul style="list-style-type: none"> • Accreditation 	Circulation pending	Update/information only	
<ul style="list-style-type: none"> • College Plan 	Finalizing 2008-11, development of next initiatives	Update/information only	

Next meeting: December 1			
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