

EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, August 31, 2011

Time: 9:00 am – 12:30 pm

Members present: Charlotte Fugett, Campus President, Lorraine Morales, VP of Instruction, Nancee Sorenson, VP of Student Development, John Gillis, Academic Dean, Daniel Soza, Campus Director of Administrative Services, Terry Hawkins, Advanced Program Manager, Lesley Johnston, and Administrative Support to Campus President

Members excused: none

AGENDA ITEMS	DISCUSSION	DECISION / ACTION	OUTCOME
<p><i>President's Items</i></p> <ul style="list-style-type: none"> • Policies & Procedures (Drafts) • Revised: Student Learning Plan Template • New Web Design • SENSE Survey – Survey of Entering Student Engagement • Adjunct Faculty Job Fair • U of A Transfer Center 	<p>SPG-1502/BA: Cyclical Review RG-5603/A: Human Subjects Review SPG-5603/AA: Human Subject SPG-5701/AI: Web Servers SPG-5701/AJ: Blogging & Social Networking SPG-5702/AB: Data Trusteeship SPG 5702/AC: Security of the Information Technology Infrastructure SPG 5702/AF: Technology Hardware and Software Specifications</p> <p>Handout/Information Sharing</p> <p>Programs & Images to be highlighted on East Campus webpage</p> <p>Information sharing</p> <p>Information gathering</p> <p>Information sharing/Handout</p>	<p>Review/Discussion</p> <p>Information only</p> <p>Selected 5 images and 3 Programs</p> <p>Information only</p> <p>Selected 8 Disciplines to target: Accounting, Vet Tech, Geology, Speech, Ed. Support, Counselor, Logistics, Russian, and Sign Language. Selected Tuesday, 10-11-11 for evening session</p> <p>Information only</p>	<p>Recommendations will be forwarded to Chancellor's Office by President</p> <p>Available on Website</p> <p>T. Hawkins to provide 10-12 word captions per image. Media Productions to facilitate photographs J. Gillis to provide info for selected programs</p> <p>L. Morales to add to Dept. Chair Meeting agenda and follow up with Nic Richmond, Institutional Research</p> <p>L. Johnston to switch phone duty for C. Fugett & L. Morales</p> <p>Information only</p>

<ul style="list-style-type: none"> • Upper Computer Commons • HPOG – Equipment and Staff • E-4 Overhand Ribbon Cutting - Update • Internal Controls DESIRE2LEARN (D2L) – Transition Project G-3502/D: Record of Student Complaints • College Plan Update 2011-2013 Presidents Reports • Professional Development All Campus Meeting • Campus Events All Campus Meeting 9-11-01 Remembrance Speakers’ Series – Dance Origins Japanese Speech Contest 	<p>Information sharing</p> <p>Information sharing</p> <p>Nothing new to report – looking at mid October</p> <p>Information sharing</p> <p>Information sharing</p> <p>Information sharing</p> <p>Information sharing</p> <p>Information sharing</p> <p>College / Campus Events</p>	<p>Information only</p> <p>Information only</p> <p>Information only</p> <p>Information only</p> <p>Information only</p> <p>Cabinet members provided list of agenda items they will be responsible for</p> <p>Information only</p>	<p>Will provide more communication to the campus community</p> <p>J. Gillis to take it forward to the Ed Tech Committee</p> <p>Donna Gifford scheduled to attend EC Cabinet</p> <p>J. Gillis to check his area for any additions</p> <p>Chancellor has authorized VPIs and VPSDs with the authority to select individuals to work with them on the initiatives. Any gaps will be reviewed and supplemented by the Chancellor’s Cabinet</p>
<p>Guests: None</p>			
<p>Next Meeting: September 7/11</p>			