

EAST CAMPUS CABINET

Sense of Meeting Notes

Date: Wednesday, October 19, 2011

Time: 9:00 am – 12:00 Noon

Members present: Charlotte Fugett, Campus President; Lorraine Morales, 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; Lesley Johnston, Administrative Support to Campus President.

Members excused: none

AGENDA ITEMS	DISCUSSION	DECISION / ACTION	OUTCOME
<i>President's Items</i>			
<ul style="list-style-type: none"> • Facilities Project 	Information sharing	Information only	Daniel Soza to be an added member of the group
<ul style="list-style-type: none"> • Sprint Degree 	Information sharing	Handout of schedule	L. Morales will take to Dept. Chairs N. Sorenson will take to Counselors L. Johnston to schedule mtg. with Fugett, Miles, Sorenson & Morales after the 26 th of October
<ul style="list-style-type: none"> • Title III & Santa Rita High School 	Information sharing	Update/information only	May begin staffing counselors at the school by mid November – Tues & Thurs. 10am – 2 pm.
<ul style="list-style-type: none"> • Community Outreach – Vail Country Fair 	Information sharing	Recommendations	J. Gillis to attend Vail Chamber of Commerce. East Campus will not participate in the Vail Country Fair
<ul style="list-style-type: none"> • Internal Controls <ul style="list-style-type: none"> ○ Course Fee Process for FY2012-13 	Information sharing	5 Recommendations from CDAC's	D. Soza will discuss with CDAS group – how and who will enter new fees
<ul style="list-style-type: none"> ○ Capital Budget Timeline for 2012 	Information sharing	Information only	D. Soza will send instructions for using the Capital Budget Development Database Program C. Fugett & D. Soza will prioritize list

<ul style="list-style-type: none"> • College Plan Update • Professional Development <ul style="list-style-type: none"> ○ Pathways Program ○ What Not to Say in Class During an Election Season • Campus Climate <ul style="list-style-type: none"> ○ Chat for Change Luncheons • Announcements & Reminders <ul style="list-style-type: none"> ○ Aces Barbeque – Oct. 12/11 ○ Speakers’ Series – Oct 25/11 ○ Carnival of Horrors – Oct 29/11 ○ El Día De Los Muertos Nov 11/11 Day of the Dead Celebration 	<p>Information sharing</p> <p>Information sharing</p> <p>Information sharing</p> <p>Information sharing</p> <p>Information only</p>	<p>Information only</p>	<p>Next Planning Committee Meeting 10-21-11. Will receive template for reporting. N. Sorenson – approved, L. Morales – waiting for approval</p> <p>Campus will request copy of PowerPoint presentation after final changes have been made</p> <p>N. Sorenson sent electronic copy to EC Cabinet members</p> <p>Receiving good suggestions, positive feedback</p>
<p>Guests: C.J. Karamargin, VC Public Information & Government Relations Dina Doolen, Marketing & Media Relations</p> <p>Asher, Plant Operations & Maintenance</p> <ul style="list-style-type: none"> ○ Lactation Stations ○ Math classroom ○ HPOG Furniture 	<p>Introduction EC Cabinet members and tour of the campus</p>		<p>Media will provide one Press Release per week per campus L. Johnston to send EC Cabinet agenda to Dina Doolen</p> <p>N Sorenson to report back to S. Asher with final space decision</p> <p>L. Morales and N. Sorenson to review diagrams (M5-102)</p> <p>On hold</p>

<ul style="list-style-type: none"> ○ Basin Outdoor Learning area ○ ADA Issues/Compliance ○ Computer Commons <p>George Ahlers, IT Supervisor</p> <ul style="list-style-type: none"> ○ HPOG ○ Smart Board Issues <p>Donna Gifford, VP Online Development Kate Schmidt, Advanced Program Manager</p> <p><i>Next Meeting: November 2, 2011</i></p>	<p>Information sharing</p>		<p>Irrigation restored/S. Asher researching tables</p> <p>Modifications being addressed</p> <p>Target to design area based on furniture in warehouse</p> <p>Wireless ready for HPOG by end of semester</p> <p>Resolved</p> <p>C. Fugett will send D2L Information out to East Campus faculty</p>
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