

President's Cabinet

Helen Carr

Minutes

December 1, 2004

**President's Cabinet
Friday, December 3, 2004
10:30 a.m., President's Office**

Present: Helen Carr, Saul Jones, Gigi Green, Mariles Magalong, McKinley Williams
Guests: Tim Clow, Judith Flum

Topic	Conclusion	Recommendation Action	Follow-up
1. Finalize All College Day Program	Limited workshops will be held. Dialogue questions were determined and facilitators assigned.	Gigi will find current and former students to be in the dialogue groups.	Helen will contact facilitators and give them assignments.
2. College Council Agenda			Mack will ensure that Jeff Kingston will attend. Mariles will share CCC's portion of the instructional equipment budget and make recommendations for its use.
3. January Board Presentation			Tim, Saul and Helen will develop the presentation based on the six strategic initiatives.
4. Information Competency		Release time for Judith Flum referred again to her dean.	
5. Program Review			Cabinet members will review programs and validation reports conducted in Fall 2004. Members will read reports by 12/10/04. Committee will meet week of 12/13/04 to discuss reports.

--	--	--	--