

President's Cabinet

McKinley Williams

Notes

December 9, 2005

President's Cabinet Notes  
December 9, 2005  
10:30 a.m. to 12:00 noon  
President's Conference Room

Present: Terence Elliott, Carol Maga, Rose Orpilla, McKinley Williams

Absent: Gigi Green

Guests: Gabriela Segade, Carol Barrick

<b>Topic</b>	<b>Conclusion</b>	<b>Recommendation Action</b>	<b>Follow-up</b>
1. All College Day - January 13, 2006	All College Day Agenda was revised from the last meeting. Mack will give a speech on why Contra Costa College is one of the premiere colleges in the nation. All College Day will be held in LA-100. Schedule listed below. Groups will be designated and eight breakout rooms will be requested so that two groups may work in one room.	Terence suggested Mack use a power point presentation during his speech showing why Contra Costa College is a premiere college in the nation. It was suggested that directions for the group work activity of creating "premiere" ads for the college be noted in the program.	Prizes such as "coupons" to Three Seasons will be awarded to the best ad as well as having the idea incorporated into the college's marketing strategies for the year.
2. Staff Morale Building Events	Management Staff Development will take the activity for February. Faculty Staff Development will take the activity for March. ASU will take the activity for April. Classified Staff Development will take the activity for May.	Carol Barrick said they have discussed a coffee hour in the morning, an afternoon and evening events as well. It was recommended that each month, activities would vary and be divided among the constituency	There was some discussion about honoring a student and classified member at the Spring All College Day since the Golden Apple Award is presented at the Fall All College Day. This year, the student and classified members will be honored at special presentation event in May as there is little time for these groups to convene

		groups.	and vote.
3. Reports - Academic Senate, Classified Senate, ASU	Rose reported they will replace Barbara Allcox, who is retiring, with Mercy Pono on the Fixture, Furniture and Equipment sub-committee from College Council. Terence reported that the faculty wanted the different constituent groups to be able to meet on All College Day to discuss issues pertaining to their groups.	Mack suggested that the faculty staff development should devote a day during the flex week to hold such meetings.	
4. Accreditation	Mack distributed the Leadership & Governance accreditation information from the accreditation standards. President's Cabinet is the governing body responsible for drafting this part of the accreditation self-study report. Mack also distributed the accreditation timeline.	We hope to have our first draft by the end of the fall semester next year.	
5. Other			

Meeting adjourned at 12:35 p.m.

Respectfully submitted,

Melody Hanson  
Senior Executive Assistant to the President

All College Day  
LA-100  
Friday, January 13, 2006

7:30 a.m. to 8:00 a.m.	Continental Breakfast
8:00 a.m. to 8:15 a.m.	Welcome/Opening Remarks - Mack, Terence, Gigi, Rose
8:15 a.m. to 8:30 a.m.	5, 10, 15 year Employee Recognition - Terence & Rose
8:30 a.m. to 8:45 a.m.	Introduction of New Employees - Carol Maga
8:45 a.m. to 8:50 a.m.	Report on College Dialogue - Terence
8:50 a.m. to 9:20 a.m.	Plannettes - Integrated Planning Model - R & P Committee
9:20 a.m. to 9:30 a.m.	President's "Premiere" Speech
9:30 a.m. to 10:30 a.m.	Creation of "Premiere" Ads - Group Work
10:30 a.m. to 11:20 a.m.	Presentations of "Premiere" Ads - LA-100
11:30 a.m. to 12:30 p.m.	Validation Teams
12:30 p.m.	Lunch - On Your Own

Validation Teams:

Certified Nursing Assistant  
Dental Assisting  
Drama  
Early Childhood Education  
Early Learning Center  
Emergency Medical Technician  
Journalism  
Non-Credit  
Real Estate  
LAVA Division  
NSAS Division  
CLASS Division  
Bookstore