

President's Cabinet

McKinley Williams

Notes

January 18, 2008

President's Cabinet  
Agenda - Friday, January 18, 2008  
10:30 a.m. to 12:00 p.m.

Present: Terence Elliott, Carol Maga, Mariles Magalong, Mercy Pono, McKinley Williams

<b>Item</b>	<b>Outcome</b>
1. Constituency Reports	There is no classified report. However, Mercy reported that one of the classified staff mentioned the Mission Statements that are framed and posted around campus need to be updated to include the new Mission Statement. Mack said we will look into that. Terence reported he had a good breakout session on All College Day. Everyone enjoyed the keynote speaker, Norena Badway. Terence sent his group notes out via e-mail. Mack said we need to develop a way to collaborate these discussions into our curriculum and other college organizations.
2. College Council Agenda	Carol mentioned that Operations Council had some concerns about our campus going green and had requested to have a College Council discussion. Mack distributed copies from the Facilities Master Plan on the approval of LEED certification for our buildings. Karen Cribbins Kuklin, from our master architect firm, reviewed the LEED certification with the campus at College Council and All College Day last year. Carol will take this information back to the Operations Council and the Energy Management Committee for their refreshment.
3. Follow-Up to All College Day	Mack said All College Day was very successful. Everyone agreed. Mack said he will make sure the notes from the breakout sessions are disseminated to everyone. Mack would like to encourage the group discussions to continue throughout the year. He reported that the managers are going to be discussing activities and ideas to improve teaching and learning. Mack said we need to engage in more campus conversations on classroom management or student resiliency or the like. There was some discussion about the new Faculty Handbook on line now and having it linked to the College Procedures Handbook. These are excellent resources for the faculty.
4. Longwood Scholarship	Mack distributed a draft scholarship form and the criteria requested by Debra Longwood. Debra was the Foundation Manager before Linda Cherry and Mary Keating, many years ago. She had donated several thousands for a scholarship and now has given us the criteria she would like us to use in order to choose a student to be awarded \$300 (interest from the initial endowment) to be used toward college books. There was some discussion about the form and selection process. Some felt the criterion was too vague. Debra specifically asked President's Cabinet to be the committee to select the student. After more

	discussion, it was decided President's Cabinet would use the criteria given for the first time. Mariles mentioned that we will have to develop a rubric as well. We will do that later once the scholarship is advertised.
5. Library Program Review - Final Recommendations	Carol refreshed everyone's memory that the Library Studies program review was completed with the Library's program review. She had only reviewed the Library Studies program review in December and now as reviewed the Library one as well. She gave her commendations and recommendations. Overall, excellent and thorough program review.
6. Other	

Meeting adjourned at 11:55 a.m.

Respectfully submitted,

Melody Hanson  
Senior Executive Assistant to the President