

**CONTRA COSTA COLLEGE**  
**President's Cabinet Minutes**

**Date:** Friday, March 3, 2017

**Time:** 9:00 - 11:00 a.m.

**Location:** SAB 211

**Present:** Beth Goehring, Maritza Guerrero, Mariles Magalong, Mojdeh Mehdizadeh, Wayne Organ, Michael Peterson (taking notes)

TEM	DISCUSSION	ACTION ITEMS
1. Review of Minutes from February 10, 2017	The minutes were reviewed.	
2. Review of Final Recommendations	<ul style="list-style-type: none"> <li>• <u>Biotechnology:</u> Wayne presented on the self-study and the validation reports for the Biotechnology unit and circulated a document with his findings.</li> <li>• <u>Business/Real Estate</u> – Mariles reported that the validation team had rejected the Business/RE self-study.</li> <li>• <u>English</u> – Mojdeh reported that she had difficulty with where the data was stored.</li> <li>• <u>ESL</u> – Beth circulated the draft final recommendations to the group with minor modifications and additions.</li> <li>• <u>Student Services:</u> As Tammeil was not present, this item was tabled.</li> </ul>	<p style="color: red;">Wayne to draft his final recommendations/commendations and send via e-mail to President's Cabinet.</p> <p style="color: red;">Mariles to speak to Evan Decker and the validation team for further clarification.</p> <p style="color: red;">Beth to work with Robert Burns to resolve problems with the English 2016 shell.</p> <p style="color: red;">Beth to revise and send to Michael for circulation.</p> <p style="color: red;">Michael to obtain draft Final Recommendation for SS from Tammeil prior to her departure.</p>
3. Staff Appreciation Day	<p>Mojdeh discussed the need to determine a date for the Staff Appreciation Day.</p> <p><b><i>Two dates were discussed:</i></b></p> <ul style="list-style-type: none"> <li>• <b>Dates:</b> May 17 <u>or</u> May 19</li> <li>• <b>TIME:</b> 1:00 – 3:00 p.m.</li> </ul>	<p>Mojdeh, Beth, and Maritza asked to run these two dates by their constituencies to see what date might work best.</p>
4. Drafting of College Council Agenda (standing)	Mojdeh informed President's Cabinet of an item for College Council related to the Resolution 1-S and asked that it be placed on the last hour of the agenda.	<p>Michael to add agenda item to College Council.</p>

<p>5. <i>Updates:</i>          -Management Council          -Academic Senate          -Associated Students          -Classified Senate</p>	<p><i>Tabled.</i></p>	
<p>6. Others Items to share?</p>	<ul style="list-style-type: none"> <li>• Mojdeh reported on the upcoming recruit for the Vice-President position. After a special meeting of the Governing Board on March 8, the position will be announced. President's Cabinet to serve as the place of the final interview.</li> </ul>	<p>Maritza and Beth to give Mojdeh two names each: one for paper screening, and one for the first interview.</p>
<p>7. Next Meeting: Friday, April 7, 2016</p>		