

President's Cabinet

Helen Carr

Notes

April 15, 2005

President's Cabinet Meeting

April 15, 2005

9:00 to 11:00 a.m., President's Conference Room

Present: Helen Carr, Gigi Green, Saul Jones, Rose Orpilla, Mariles Magalong, McKinley Williams

Guest: Tim Clow

<b>Topic</b>	<b>Conclusion</b>	<b>Follow-up</b>
1. Program Review -	The following self-studies were discussed and responses generated: BOT, Auto Collision and Mechanics, Athletics, Counseling, Culinary Arts, and Medical Assisting.	Helen will set up two independent meetings with Julie Shieh and James Eyestone regarding their program review as a discussion is needed to clarify their needs. Melody will draft letters to all other departments based on the responses.
2. Dale Tillman Workshop	A team of five from the College will participate in the workshop scheduled for August 1-4 at UCB (VP, Business Officer, ASU President, Classified and Academic Senate Presidents).	Mariles will find funding and Melody will complete the registration forms.
3. Student Code of Conduct	Instructors have asked for a policy on appropriate behavior. College Council deferred the decision to President's Cabinet for resolution.	Helen will ask for Jennifer to work with students in developing statements on appropriate student behavior at Contra Costa College by the April 29th meeting of the Cabinet.
4. tBP CCC Facilities 2002 Master Plan	The document will be reviewed at the April 29th meeting.	Melody will make copies of the master plan and distribute it to President's Cabinet.
5. Other	The Cabinet will meet for two hours on April 29th to discuss issues that need to be settled by semester's end. An agenda was developed for that meeting.	