

Cabinet Meeting Notes – 10/26/06
TRF Campus
Room 461F – 1:30-2:30 p.m.

Present: Anne Temte, Bonnie Stewart, Becky Holthusen, Cindy Cedergren

- 1) Reviewed PAC Retreat Agenda for 10/31
- 2) Reviewed Linda Baer's Access and Opportunity Biennial Budget Request
- Kent and Deans are working on this – due to OOC by Nov. 3rd
- 3) Reviewed Higher Learning Commission letter re: Comprehensive Visit in 2009-10.
- 4) Multi-Cultural Services Director – candidate offered the position dropped out; Committee will meet to decide next steps
- 5) Office Relocations – (COI, HR, Academic Dean) – delivery of furniture for COI offices delayed until about Dec. Plans are to move offices during holiday break. Academic Dean and Assistant plan to move to current HR office suite.
- 6) Parking Policy & Procedures – reviewed changes made – bringing to SGC for review Nov. 9th
- 7) Safety Procedures – reviewed changes made – bringing to SGC for review Nov. 9th.
- 8) Security Camera request – Becky reported on a theft in an office in the music dept. and will move forward with a request for a security camera in that area of the building. (Cost \$1500). A Safety budget (or lack thereof) was discussed – Mock OSHA inspection is estimated to cost \$1800; Becky requested a budget of \$5,000 for the 06-07 year.
- 9) Application Forms for College Positions– Discussed briefly – will discuss again when all members are present.
- 10) Campus Team for Security Awareness – Becky reviewed a request from the OOC regarding the formation of a 3-5 members team for data security. Those proposed were Becky, Stacey Hron, Holly Deschene, Dennis Bendickson or Rocky Ammerman, Scott Foss. The OOC will provide training for this topic.

Adjourned at 2:30 p.m.

Notes recorded by Cindy Cedergren