1. Next Steps in 2 Year Schedule Development: Deans and Directors are starting to work with faculty on developing the two year course schedule. We’d like to have a document ready in March. Specific dates/times/locations will be developed annually.

2. Program Review Resource Requests: Keith met with Lee and Steven and reviewed the resource requests from instruction and student development. The funding recommendations were revised based on Lee and Steven’s input. Next Steps: Keith will work with the Deans and Directors to determine whether there are some items that can be addressed using operational budgets.

   The Directors suggested that a revising of the ranking process. The Instructional Deans and the Student Development directors meet separately to discuss and rank their items. And come together to share their rankings and explain the rationale after the internal divisional discussion. The question was raised on the process for mid-year budget issues. Keith will discuss the possibility of midyear addendums with Cabinet.

3. Update on Academic Senate Executive Committee Meeting: Keith met with the Senate Executive Committee and discussed the below items. The Senate agreed to address the Degree and Certificate Residency Requirements item. The Senate Executive Committee continued to support the Education Pathway Task Force recommendation that the review of degrees and certificates will be analyzed in the AP 4021 and program review processes. The Associate Deans and Guid 215 items will be discussed with the full Senate.

   - Degree and Certificate Residency Requirements
   - Degree and Certificate Analysis
   - Associate Dean Position Update
   - GS 215—Faculty Advising