Attendees: Kathy Smith, Lynn Thiesen, Ryan Emenaker, Bob Brown, Angelina Hill, Steven Roper, Jose Ramirez, Jeff Cummings, Paul DeMark, Carla Spalding, Tracey Thomas, Erin Wall, Ron Waters, Joe Hash, Keith Snow-Flamer, John Johnston, Ahn Fielding, Mark Renner (via teleconference), Tami Engman

**Agenda**

1. **Summer Work on Eureka Campus**- Steven Roper reported that PG&E is working in two locations. They are digging up a gas main and digging in from of the Humanities Building.

   *Steven Roper reported that LACO is working in the upper parking lot and found that a water pipe is leaking. The upper parking lot will need to be blocked off.*

   *Steven Roper reported that hand railings and carpet are being installed at the Dorms. Carpet is also being installed in the Forum, PE, AJ, and CA.*

   *Steven Roper reported that there will be an electrical job in the botany lab in the Science Building.*

   *President Smith said the old buildings will be closed. There is a potential lease for the old library.*

   *The stadium bleachers are unsafe. Joe Hash reported that in order to have a football game, CR needs an operating scoreboard, play clock and announcer’s booth – all of which are controlled in the stadium bleachers.*

2. **Web Redesign**- Angelina reported that cosmetic changes have already been made. The new website will roll out at the end of the Fall semester. The District is moving away from Contribute to a content management system. Angelina emphasized that our webpages are text heavy and that less is more.
3. VOIP-Steven reported that VOIP will go live on July 16. The phone systems will be
down the morning of July 16. Trainings on the new phone system will be offered July
23 and 24. There 402 VOIP phones. Headsets need to be ordered. The Science and
Humanities Buildings will have phones in the classrooms.

4. Departmental Data-Expanded Cabinet reviewed discipline enrollments by year. The
intent of this review was not to go outside of the 4021 process but rather to analyze
the data for growth goals.

5. Persistence-Ideas on how to increase persistence will be provided at Convocation.
The effectiveness of de-reg was discussed. There will be two de-registrations: one at
the end of July and the other in early August.

6. Budget Update-Kathy encouraged Cabinet members to read the tentative budget
that was presented to the Board at the June Board meeting. The tentative budget
shows an ending 5.4% fund balance. The final budget will be presented to the Board
in September.

7. Measure Q Update-Kathy encouraged Cabinet members to read the Bond Project
Status update in the June Board packet. There is a detailed list of program review
requests that will be funded with Measure Q funds. The Board asked for the details
on premium, interest and cost of issuance on the bonds.

8. CRMC Update-Keith has been the liaison with MLCCD. The Mendocino MOU was not
an action item on the MLCCD June Board Agenda. CR must teach-out CRMC
students who have completed 75% of their program. CR has a contingency plan
which includes offering 15 sections at CRMC if MLCCD is not interested in taking over
the center. In order to be eligible for the grandparented center funding, CRMC must
be in continuous operation.

9. CRDN Update-Kathy reported that Eureka Administrators went to Del Norte and
hosted a staff appreciation luncheon.

10. Bookstore/Dining/Residence Halls-Kathy reported that business is down in the
Bookstore and in Dining. Also occupancy levels are down in the Residence Halls.

11. Science Night-Tracey confirmed that Science Night will take place on October 24
from 5:00 to 9:00 p.m.

12. Future Agenda Items
   • 50th Anniversary