

Recommendations Committees' Chairs' Meeting
Minutes
October 19, 2006
1 pm – CE-203

Attending: Fran Leonard, Mark Rocha, Yvonne Simone, Bob Sprague, Paul Stansbury
Excused absence: Eloise Crippens, Nikki Jacobson, Rod Patterson, Sherron Rouzan-Thomas, Olga Shewfelt

- I. Minutes of October 5, 2006 were approved.
- II. Members proceeded to discuss plans and logistics for the Hearing Moment scheduled for Tuesday, October 31, 2006.
 - A. To assure better attendance, the time was changed to 1 pm to 2:30 pm. The event will be held on the 4th floor of the HLRC (confirm these details with MarieMontour). Food was mentioned. The committee discussed extending personal invitations to Division Chairs, faculty colleagues, etc.
 - B. Presentations – Chairs agreed to prepare handouts for the event.
 - C. The committee considered two proposed schedules, and after discussion, the first proposal was accepted. Observing time limits is important.
 - D. Further discussion focused on the need to be inclusive, and to afford opportunities for input. Dr. Rocha mentioned the possibility of Fed-Ex-ing the report during Winter intersession to faculty to ensure wide distribution with maximum effect.The meeting adjourned at 2 pm

Respectfully submitted,
Fran Leonard