Dean’s Meeting  
October 19, 2009

- Week’s Schedule – The Week That Will Be
  - LCSC/NIC/UI Social Tonight

- Agenda Items for Stand Up Meeting Tuesday Morning - HED
  - Week’s Schedule
  - Flu Shots Available
  - H1N1 Update
  - PC Agenda
  - Load Reports – please schedule (if they haven’t already)
  - Cancellation Date – December 17th
  - DC Big Topic Meeting Wednesday - Staff Development Day – and other activities (Speech & Music Juries)
  - ADA Reports Due to Sharon/CEA

- Division Chair Meeting – Big Topic
  - Four-day week/classes - Friday Coverage
  - Professional Development Day Activities
  - 2010 Course Fees
  - Computer Requests
  - Budget Planning for FY11
  - Gonzaga University Transfer Social – Nov. 5th

- Job Analysis Questionnaires

- Direct Reports Meeting Thursday
  Pam to check with Direct Reports – request agenda items

- Personnel Search Update (Dean & Director Searches)

- Personnel Update

- H1NI Update – numbers seem to be on the increase

- Personnel Requests to PC
  - Nursing position (SA) approved pending budget clarification
  - Social and Behavioral Science positions – requested for tenure-track status – were put on hold pending anticipated budget cuts
  - CSC – Linda Lemkau replacement – approved by PC

- Other Items
  - Foundation Scholarship Requests
- Sabbatical Requests – one submission
- Program Review Schedule is Complete and to be added to VPI’s website
- PDU Procedure Changes – Pam and I to review
- Faculty Finder – and VPI visits
- Instructional Administrative Assistants – meeting Oct 27th
- COMM 236 – Registrar concern that it does not meet state standards
  - NIC identifies as a Humanities class
  - Pam to ask Communications Division to change the prefix?