

DEAN'S CABINET MINUTES
WEDNESDAY, NOVEMBER 3, 2021

Virtual Meeting

CABINET MEMBERS:

- **Sandra Bauman**, Dean/CEO
- **Tricia Fiscus**, Asst. Dean of Admin. Affairs
- **Tammy Burke**, Exec. Dir. CTE
- **Valerie Curtin**, Exec. Dir. Compliance/Fin. Aid
- **Jessie Pate**, Dir. IR/Effectiveness
- **Donna Breitbart**, Director of Marketing & Communication
- **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- **Sarah Dellwo**, Exec. Dir. Enrollment
- **Terrie Iverson**, Consultant
- **Paige Payne**, Executive Assistant to the Dean/CEO (recorder)

Mastermind Discussion

- **RockStarr BBQ on Both Campuses Weekly**

- Determine the impact on the campus stores and if there are MUS restrictions first.

- **Flags (SB)**

- Emily and Robyn will present a proposal to the Cabinet.
 - Location of the flags.
 - Cost to install the flags.
 - Cost to purchase an American Flag for the APC.

- **Academic Calendar (SD)**

- The staff senate mentioned that the reason for the shorter spring break was to add in the days throughout the calendar. Their suggestion is to add a fourth day, Monday, April 17 as a break day to the proposed Friday, April 14, April 15 & 16, 2023 long weekend.
- Students voted to distribute the days off throughout the semester.
- Some faculty would like a whole week for Spring Break.

Determination: Based on the students' feedback to spread out the off days throughout the semester, HC will add one more break day to the spring calendar. The spring semester will be 74 days instead 75 days.

- Add Tuesday, February 21, 2023 as a break day after Monday, President's Day, February 21, 2023.
- Move the break from March 16 & 17 to March 23 and 24, 2023.
- Move the April break from April 14 to April 21, 2023.
- Sandy will send out the final calendar to the faculty and HC Everyone.

- **Marketing Toolkit (DB)**

- Spotlight Marketing and the Marketing Toolkit at the State of the College.