

HEO Executive Board Meeting
April 2, 2009
Minutes

Members present: Carina Quintian, Dana Trimboli, Helen Cedeno, Irene O'Donnell, Michael Scaduto, Sandra Palleja, Inez Brown, Nancy Marshall, Janice Carrington, and Nilsa Lam

The HEO Executive Board meeting is called at 12:10PM and adjourned at 12:51PM by President Carina Quintian.

Housekeeping Items

Minutes to the March 11, 2009 Executive Board meeting was passed by Helen Cedeno and second by Nancy Marshall.

Announcements

A summary of the budget and strategic planning meeting will be put together.

New items

Nilsa Lam reported on the Dean of Undergraduate Studies search. At the time of the meeting, only two candidates were interviewed – Dr. Jian Zhang and Dr. Anne Lopes. The general impression of Dr. Zhang was that she did not answer the questions posed to her; therefore, she could not articulate her administrative or academic skills for the position. Dr. Anne Lopes addressed many of the questions from the HEO group and appears to be a strong candidate for the position. She articulated that she has gone through general education program review, similar to what John Jay is doing now.

An email was sent to the HEO Council regarding nominations for the College Council. A second email with a specific deadline will be sent to members again.

President Travis has been confirmed to attend the April 23, 2009 HEO Council. His agenda for discussion reclassification and merit increase. An email will be sent to members to elicit specific questions so that President Travis can address particular concerns during the meeting.

The agenda for April 23, 2009:

1. President Jeremy Travis
2. Approval of March 19, 2009 minutes
3. College Council voting
4. Meet and Greet

The next HEO Executive Board meeting is May 6, 2009 at 12PM in room 3143N.