

HEO Council  
Executive Board Meeting  
September 14, 2011  
1:30PM  
Room 3143N

Minutes

Members present: Dana Trimboli, Marva Lilly, Shavonne McKiever, Irene O'Donnell, Sylvia Lopez, Kinya Chandler, Nilsa Lam

Vice President Trimboli called to order the second HEO Board meeting for academic year 2011-2012 at 1:37PM.

Vice President Trimboli opened the discussion of the HEO Council agenda and solicited ideas from the Board. One of the suggested topics was to invite Ms. Inez Leon and the moving company to speak about the new building and the impending move. However, this item has been tabled because of the anticipated questions may not be something Inez can address or have control.

The final HEO Council agenda is as follows:

- Introduce members on the Executive Board and College Council
- New HEOs Introduction
- Campus-Wide Assessment Committee members
- No HEO Orientation in the fall/Ideas for future training sessions
- "Voice Your Concerns"

The board also agreed to provide lunch at the first general HEO Council meeting.

Meeting adjourned at 2:00PM.