MINUTES


Absent: Lavonne Adams, Mark Aldridge, Jean Alway, Jeff Anderson, Luz Arauzo, Rod Bussey, Randy Butler, Howard Campbell, Lane Campbell, Art Chadwick, Ed Connell, Murray Cox, Pat Cruz, Carol Dorough, Charlene Friesen, Rob Gettys, Bonnie Gnadt, Karen Goines, Donna Guerrero, Janeric Gustavsson, Bob Hadley, Dale Hainey, Ellis Hainey, Kevin Heinrich, Judy Miles, Kimberly Mitchell, Skip Munger, Cara Perozo, Joann Petersen, Duane Price, Veronica Reyes, Jon Seitz, Ingo Sorke, Donald Stair, Durk Steen, Darla Sullivan, Hoyet Taylor, James The, Jennifer Thompson, Robert Thompson, Lolita Valdez, Marvin Whitten, Sharon wicker, Gregory Wicklund, Alan Williams, Eudora Williams, Edna Yanez, Laura Yanez

Devotional/Prayer: Barbara Harsany presented a short devotional on the family atmosphere on campus among faculty and staff. She closed with prayer.

Announcements:
Renard Doneskey reminded everyone that the play Twelfth Night will be presented this week on Thursday, Saturday, and Sunday evenings (8:00 o’clock) as well as Sunday afternoon at 2:00. Tickets are $5.00.

Jerry Potter announced that Student Finance will be sending a list out with the student’s names that must see someone in the Student Finance Department before taking their final examinations.

David Anavitarte will be directing the Choraliers in the Christmas Cantata this coming Friday night in the Keene Church. The band concert will be on Sunday afternoon in Wharton Auditorium.

Tom Bunch mentioned that pre-registration is now taking place, but students need to be encouraged to finish it soon the total number is down 245 students from last year.
**Academic Calendar:** Tom Bunch presented two options which were distributed for consideration. The first (Plan A) is essentially the same plan as the one we are observing now. The second one (Plan B) would have enrollment two weeks earlier in the fall and the close of the semester would be the Thanksgiving break. There was discussion about the pros and cons. It will continue in January, 2003.

**Financial Status Update:** Larry Garrett reported that there was an inspection by the General Conference Insurance a couple weeks ago. While here, the inspectors recommended that the back seats in our 15 passenger vans be removed. This will be done second semester.

The financial situation is progressing as predicted. The expenses remain in line with the budget and a projected deficit is still approximately one million dollars.

The new medical plan will become effective January 1, 2003. All medical expenses incurring before that day will be processed through Larry’s office. Those expenses after January 1 will be processed through Adventist Risk Management. Membership cards should be available by the middle of the month. In most cases the employee will present the card and pay the co-pay amount. The doctor will then bill Risk Management. If you have questions, call Tammy’s office at 213.

**Retention:** Steve Stafford presented an update on Noel Levitz’ report presented by Jim Earle. His impression of our campus was quite positive. He particularly mentioned the diversity with harmony, good residence halls, and unusual friendliness of the people he met.

Steve continues to encourage the faculty to let him know about students who might be discouraged and have given a hint they will not be returning.

**Strategic Planning:** This subject has been the main topic of discussion among the administrators and Greg Lincoln from Noel Levitz. “The overriding umbrella must be “quality”. When students are asked what they like about our campus their answers usually involve their appreciation of the faculty. Some of the challenges we face are;

- State Board passes in Nursing (goal is 100%)
- State Board for Teacher Certification (Passes should be at maximum Possibility)
- Spiritual Aspect (The challenge is how to measure.)
- Technology (CARS implementation is a huge problem.)
- Development (There has been a decline in donations over the last couple Years.)
- Retention.
- Dormitories (If 115 empty beds were filled there would be no financial Problem.)