

**CAPE COD COMMUNITY COLLEGE ASSOCIATION**

**EXECUTIVE BOARD**

**MEETING MINUTES**

Thursday March 13, 2008

**Present:** French, Dempsey, Barnes, Guarino, Kilmurray, Walker

**Excused:** Fraser, Boragine Heller, Smith, Bowse, Knell, Jenkins, McCullough

The meeting came to order in Library Conference Room at 2:00 p.m.

The minutes of the November 26, 2007, were approved. No minutes were produced for the February 11, 2008 meeting.

**President's Report** – The President reported on the most recent MACER meeting. The administration will not move on unit determination cases because unit determination issues are still pending on the state level.

**Vice President's Report:** None

**Treasurer's Report:** None

**DCE Report:** None

**Director's Report:** None

**Old Business:**

Spring 2008 Schedule:

The Executive Board will meet at the following dates and times:

Monday, April 14, 2008, noon to 1 p.m. in South 115.

Thursday, April 24, 2008, 2 p.m. to 3 p.m. in South 115.

Monday, May 12, 2008, noon to 1 p.m. in South 115.

The Spring General Meeting will be held on Monday, April 28, 2008, from 12:30 p.m. to 2 p.m. in South 111.

*Reimbursement of travel pre-approval process:* The Board needs to know what CCCCA can afford. The treasurer can give us an estimate.

*Newsletter:* The chapter will not receive the \$500 newsletter stipend from MCCC this year because no newsletters were published. Gail Guarino volunteered to create a CCCCA web site. Updating the web site on a regular basis will fulfill the chapter's newsletter obligation.

*New Member Orientation:* The Board held a general discussion about an event for new chapter members including lunch, dinner, and a reception a month into the semester; mentoring; and a welcoming committee. The MCCC is granting chapters up to \$150 for new member orientation activities. No decisions were made.

**New Business:**

*Election Schedule:* The election for President, Vice President, Treasurer, and two Members-at-Large will be on Monday, May 5, 2008, and Tuesday, May 6, 2008. Nominations are due by Monday, April 28, 2008.

*Distance Learning Committee and Agreement:* The Distance Learning Committee has formalized an agreement with management. President French will send the agreement to Joe Rizzo to see if it complies with both the Day and DCE contracts.

**The meeting adjourned at 3:30 p.m.**

**The next CCCCA Executive Board meeting is on Monday, April 14, 2008, from 12 noon to 1 p.m. in South 115.**

Submitted, Gail Guarino, CCCCA Secretary