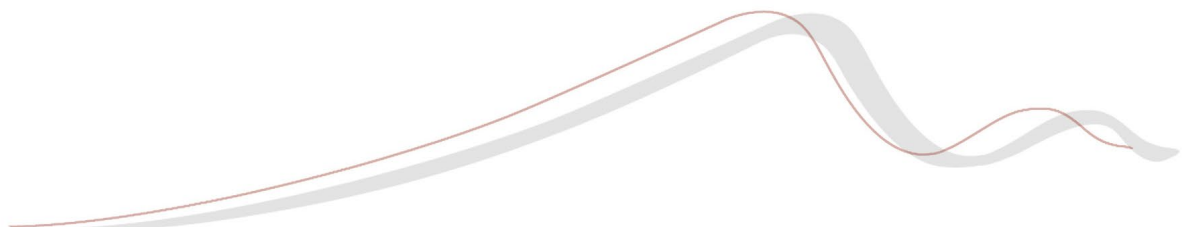


President's Cabinet Action Notes **November 26, 2024**

1. Cabinet reviewed and commented on the following standing items:
 - a. Cabinet reviewed and approved the following revised job descriptions:
 - [Custodian I](#) (Revised)
 - [Custodian II](#) (Area Lead) (Revised)
 - [Coordinator, Custodial Services](#) (Revised)
 - [Grounds and Horticultural Technician I](#) (Revised)
 - [Grounds and Horticultural Technician II \(Athletics/Heavy Equipment\)](#) (Revised)
 - [Coordinator, Grounds and Horticulture](#) (Revised)
 - b. Cabinet reviewed and approved the [Request to Fill Log](#) for the following position:
 - [International Student Services Specialist](#)
 - c. Cabinet received the following diversity, equity, inclusion, social justice, anti-racism, and accessibility update:
 - Student Services participated in a training on how to better serve students and adults with disabilities.
2. Adrienne Price presented the following Grant Proposal Approval Summary Form:
 - [IUSE: Innovation in Two-Year College STEM Education \(ITYC\)](#) - The grant application was approved to be submitted.
 - [IUSE: Innovation in Two-Year College STEM Education \(ITYC\)](#) - The grant application was approved to be submitted.
 - [Song-Brown Registered Nurse Education Programs](#) - The grant application was approved to be submitted.
3. Cabinet reviewed a revised calendar of [2025-2026 Registration Dates](#). There was an error in a previously reported calendar: 2025-2025 schedule of registration is: Fall semester registration begins - Wednesday, May 7th; Winter session registration begins - Wednesday, September 24th; Spring semester registration begins - Wednesday, November 12th, and Summer session registration begins - Wednesday, March 25th.
4. A reminder from Administrative Services that there will be no heating or air conditioning functioning over the campus winter break. A communication notification will be distributed to inform the campus community.
5. College leadership will participate in an Emergency Operations Center table-top exercise on January 31st.



6. The following Administrative Procedures were reviewed:

- [AP 7120 – Recruitment and Hiring: Faculty](#) (Revised) – It was recommended to review this AP in AMAC
- [AP 6700 – Campus Events and Use of Facilities](#) (Revised) – Approved with minor modifications to move forward for PAC review.
- [AP 3500 – Campus Safety](#) (Revised) – Approved with minor modifications to move forward for PAC review.
- [AP 7110 – Delegation of Authority](#) (Revised) – Approved to move forward for PAC review.