**Lone Star College System**

CESD Meeting Minutes

February 3, 2009

**PRESENT:** Nadine Jenkins, Bill Coppola, Rebecca Riley, Judy Murray, Katherine Miller, Ed Albracht, Bennie Lambert, Cher Brock, John Fishero, Feleccia Moore-Davis, Linda Luehrs-Wolfe, Jean Grove, Glen Wood, Linda head, William Durham, Lawrence Brandyburg, Julie Leidig, Jade Borne, Karen Miner, Susan Rush

**ABSENT:** Earl Campa, Diana Pino, Larry Rideaux, Siobhan Fleming, Elizabeth Chapman

1. **New Business**

1. AtD (Karen Miner): AtD team is restructuring their task forces and streamlining processes; they will be providing monthly reports and updates
2. Intensive Summer Bridge Program (Susan Rush): All Campuses will be participating this Summer.
3. Database for College Connections (Susan Rush): LSCS has hired sixteen College Connection Advisors to be on campuses full-time; An Access database has been created to track each student.
4. Promotion of New Programs (Linda Head): Encouraged each area to take a deeper look at how they are promoting their programs. DL reported that they are working on some communication methods such as WIKI and BlogSpot.
5. CESD Restructuring (Linda Luehrs-Wolfe): It was proposed that we go to having Council and Committee meeting spread out over the semester instead of monthly utilizing Adobe Connect.
6. **Reports**
7. VP of Instruction Update (Julie Leidig): Council is working on three major projects – SACS Responses, Strategic Planning Goals and VPI Job Descriptions
8. SSC Update (Nadine Jenkins): Council is undertaking an initiative to focus on recruitment and retention of Hispanic students; pursuing the desire to rename advisors to retention specialists; setting Top Ten Goals for SSC; working on closure and communication of committees
9. LSC Online Update (William Durham): New course management system to be online in 3-4 weeks; received a grant to enhance faculty development initiatives; received a grant to develop “2nd life” project; researching e-books
10. University Center Update (Lawrence Brandyburg): Reminder that the signing of the Articulation Agreement between Sam Houston and LSCS is February 4, 2009.
11. VPAD Report (John Fishero): Independent Contractor Contracts have been updated; beginning work on budgets
12. Workforce Council Update (Linda Head): Inviting VPI’s to February training; inviting 65 area businesses to Application breakfast in February

Next CESD Meeting: Tuesday, May 5, 2009