Present: Ron Ellis, Kent Dacus, Bruce Hitchcock, Jonathan Parker, Mark Howe

1. Prayer Concerns: End of semester challenges for students, faculty and staff. Prayer offered by Kent Dacus.

2. Review Previous Minutes: Approved as submitted.

3. Reports:
   A. Admissions/Retention/Enrollment Reports: No report.
   B. Budget/Financial: No report.
   C. Personnel: No report.
   D. Planning: No report.
   E. Donor Reports: No report.

4. Old Business:
   A. BAT Forms – approved as amended; referred to Jonathan Parker.

5. New Business:
   A. Key Performance Indicators (RLE) – discussed; referred to Jonathan Parker.
   B. Executive Council Retreat Agenda (RLE) – approved as submitted.
   C. Student Outcome Statements (JP) – Senate version approved as amended.
   D. Definitive Version of the Catalogs (JP) – paper copy will remain the definitive version; purpose statements for Graduate and Undergraduate Curriculum Committees referred back to Faculty Senate for revision.
   E. WorkPlace Network Program – Market Research (RLE) – discussed; referred to Mark Howe.
   F. Exempt/Non-Exempt Issues – presentation by Geoff Hopper and Julie Fresquez; discussed changes in California law that went into effect in January, 2000; referred to Human Resources for analysis of job descriptions.
   G. Electronic Work-Time Records – presentation by Julie Fresquez, Scott Tracy and Aaron Dishno; referred to Human Resources and IT for development.
   H. Merit Increases (MH) – discussed; referred to Mark Howe.
   I. Proposed Structure for Portfolio Credit (JP): approved.
   J. Proposed Fee Changes (MH) – approved for submission to the Board of Trustees.
   K. SAT & ACT Score Percentiles (RLE) – discussed; referred to Jonathan Parker.

6. Dates of Future Events:
   Dec. 6, 2001 - Lighting of the Christmas Tree
   Dec. 7, 2001 - Board of Trustees Meeting
   December 12-13, 2001 - Executive Council Retreat
   December 12, 2001 – Executive Council Christmas Dinner @ Victory Country Club 6:00 p.m.
   Christmas and New Year’s Day – Offices closed on Dec. 21 and re-open on Jan. 2, 2002

7. Adjournment