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


2. Review Previous Minutes: Approved as submitted.

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

4. Old Business:
   A. Proposed building – professional services. Discussed; referred to Ron Ellis and Mark Howe.

5. New Business:
   A. Signing Services (RLE): Discussed; referred to Mark Howe, Kent Dacus, and Jonathan Parker.
   B. U.S. Dept. of State’s Overseas Security Advisory Council (OSAC) (RLE): Discussed; referred to Jeff Lewis for implementation.

6. Dates of Future Events:
   - January 21, 2002 – Holiday; offices closed
   - January 24 – 26, 2002 – CSBC Executive Board Meeting, Fresno
   - February 8, 2002 – Budgets due to the President
   - February 14-16, 2002 – CBF Board Meeting, Fresno
   - February 18, 2002 – Holiday; offices closed
   - February 20-21, 2002 – Executive Council Retreat, President’s Conference Room
   - February 25-26, 2002 – CA Evangelism Conference, Emmanuel Baptist Church, San Jose

7. Other: Handouts:
   A. “Radical and Practical Approach – Classroom Allocation & Scheduling”
   B. “Establishing a Successful Smart Card Program”
   C. “Teaching Old Labs New Tricks”

8. Adjournment