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


2. Review Previous Minutes: *Approved as submitted.*

3. Reports:
   A. Admissions/Retention/Enrollment: *Report given.*
   B. Budget/Financial: *No report.*
   C. Personnel: *Reports given.*
   D. Planning: *Report given; University Center models approved.*
   E. Donor Reports: *Report given.*

4. Old Business:
   A. Practice Room Fees (KD): *Rescinded; offering revenue from church performances referred to Kent Dacus and Mark Howe.*

5. New Business:
   A. Executive Council Retreat Agenda (RLE): *Revised and approved.*
   B. Board of Trustees Agenda Dec 2002 (RLE): *Revised and approved for submission to the Board of Trustees.*
   C. Petty Cash Funds (MH): *Discussed; Mark Howe will develop a policy and procedures for utilization of petty cash in the Cashier’s office.*
   D. Library Representation in the Faculty Senate (JP): *Approved.*
   E. International Service Projects (KD): *Faculty and staff may only participate as leaders; reviewed list of projected sites.*
   F. Faculty/Staff Parking Citations (KD): *Citations will be forwarded to Kent Dacus so they will not be entered into the system as a receivable.*
   H. Insurance for Golf Carts (MH): *Discussed; referred to Mark Howe.*
   I. Visitor Parking (MH): *Discussed; referred to Mark Howe.*

6. Information Items: None

7. Dates of Future Events:
   - November 9-14, 2002 – CSBC State Convention, Fresno, CA
   - November 12, 2002 – CBF 50th Anniversary Celebration Dinner Radisson Hotel, Fresno, CA
   - November 15, 2002 – Board Committee Agendas Due to the President
   - November 20-21, 2002 – Executive Council Retreat, President’s Conference Room
   - November 26, 2002 – Area Informational Items Due in the President’s Office for New Trustees Orientation Notebooks
   - November 27 (at noon)-29, 2002 – Offices closed for Thanksgiving holiday

8. Other: None