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

1. Prayer Concerns: Bruce Hitchcock, Donald Adcock Family. *Prayer offered by Mark Howe.*

2. Review Previous Minutes
   A. January 16, 2003: *Approved as submitted.*
   B. January 30, 2003: *Approved as submitted.*

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

4. Old Business
   A. California Southern Baptist Archive (MH): *Discussed; referred to Mark Howe.*
   B. Counseling Center Fees (KD): *Proposal declined.*
   C. Grade Change Policy (JP): *Amended policy from Faculty Senate approved.*

5. New Business
   A. Adjunct Faculty Policy and Agreement Letter (JP): *Policy from Faculty Senate detailing adjunct faculty definition, roles and duties approved; agreement letter for adjunct faculty approved.*
   E. Graduate Commencement Time and Place (MW): *Friday, May 2, 2003, 7 PM, Harvest; reception to follow on location; deans and graduate faculty required to attend.*
   F. LSU Crystal heart Service Award (RLE): *Recipient selected.*
   G. Christian Home Gallery Sketches (RLE): *Discussed; referred to Ron Ellis.*

6. Information Items: None

7. Dates of Future Events:
   February 7, 2003 – Vice Presidents’ Area Budgets Due to Dr. Ellis
   February 14, 2003 – Preview Days
   February 17, 2003 – Presidents’ Day: Offices Closed

8. Other: None