

**MNHS Division  
Meeting Minutes - October 17, 2007**

Day, Time, Place: Wednesday, October 17, 8:00 to 9:00 a.m.  
 Members Present: David Boyajian, Denise Rudy, Patty Deen, Ralph Ferges, Jay Wiestling, Judy Eckhart, Takashi Nakajima  
 Recorder: Debra McBayer

Topic	Information/Discussion	Action/Response
<b>Call to Order</b>		
<b>Approval of Minutes</b>		
<b>Item</b>		
A. PeopleSoft/ Oracle Upgrade	<ul style="list-style-type: none"> <li>The upgrade to PeopleSoft 9 will occur over Memorial Day Weekend, May 2008.</li> </ul>	
B. Foundation Program Accounts	<ul style="list-style-type: none"> <li>The Palomar College Foundation is going to start charging administrative, indirect costs to account balances. Some accounts have minimal funds, others have been sitting in the account untouched for several years. Review what monies the Foundation is holding and spend if appropriate.</li> </ul>	Departments to verify Foundation accounts. Spend, if possible/appropriate.
C. Summer Schedule	<ul style="list-style-type: none"> <li>Friday is the deadline for departments to finish entering summer 2008 offerings and submit the Schedule Build Report, Audit Report, Room Report, etc. to the dean.</li> </ul>	
D. Construction Dominoes	<ul style="list-style-type: none"> <li>The S Building will be demolished and replaced with a two-story Health Sciences Building for Nursing and Dental Assisting. Estimated completion is is Fall 2009. All classrooms in S, CH, ES, LS will no longer be available for scheduling. It is estimated that fifteen portables will be needed beginning Fall 2008. The Planatarium will be boxed during demolition.</li> </ul>	
E. Networked printer in NS Bldg.	<ul style="list-style-type: none"> <li>Math instructors located in the NS-Building are requesting a networked printer.</li> </ul>	Check with IS to see what is possible.
F. Nursing Accreditation	<ul style="list-style-type: none"> <li>Eckhart reported that the National League of Nursing (NLN) accreditation body gave the Nursing Department five of seven excellents. One area was unacceptable. Nursing needs to reduce the number of units required from 85 to 72 or face the loss of accreditation. This has been a weak area during the past couple site visits. Fixing the units will require cooperation between departments and divisions. The other area needing attention is salary levels for instructors. The NLN would like to see the wage gap between instructors and hospital salaries more closely aligned.</li> </ul>	Eckhart to work with Ferges, Francis, and other departments to lessen units required.
G. Other	<ul style="list-style-type: none"> <li>The reclassification process will not include ADAs. It will review lab techs. The emphasis is on special skills. Phraseology is important. May want to consider creating a combined Natural Sciences Lab Tech versus separate Chemistry and Biology techs.</li> </ul>	
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>Meeting adjourned at 9:00 a.m.</li> </ul>	

**Next meeting: November 7, 2007**