

**Minutes, Deans and Chairs Meeting  
October 26, 2020, via Zoom**

Diane McFarlin called the meeting to order at 2:00 p.m.

**COVID-19 Update**

- McFarlin said we are seeing a surge in COVID cases. The rate among younger people is up.
- Babanikos discussed the number of cases he has been made aware of since September.

**Spring Semester**

- McFarlin said the plans for Spring Semester are moving forward as planned.
- She encouraged chairs to move forward with scheduling the faculty even if ADA paperwork is being processed. She said to have back-up plans in the case ADA paperwork is approved.
- Faculty should contact ADA office with any questions.

**CJC Staff Superior Accomplishment Award**

- Reynolds led discussion of staff nominations at the College level.
- McFarlin mentioned this is for someone who did something this past year that they should be recognized for in this award cycle.

**OCCP Update**

- Frey discussed contacts, alumni network and outreach. Looking to also engage social media companies.
- She discussed career day, centralizing employer information, updating contact information and online forms.
- David Adams starting his work with us from Career Connections Center, and will focus on career preparation work with students. He will be in PATH a few days a week.
- Send job and internship opportunities to Julie and Alex.
- Coaching program was successful this summer with 22 students, 11 coaches. 28 students and 67 alumni signed up this fall.
- Frey asked Deans and Chairs to continue to connect her with their leads, industry connections and contacts.

**Open Discussion**

- McFarlin discussed Spring Commencement. Assuming there is a live commencement, it will be socially distanced with masks. McFarlin solicited input.

McFarlin thanked the Deans and Chairs and closed the meeting.

**Attendees:** Diane McFarlin, Mira Lowe, Robyn Goodman, Randy Bennett, James Babanikos, Marcia DiStaso, Dave Ostroff, Keisha Reynolds, Margaret Gaylord, Tom Kelleher, Ted Spiker, Randy Wright, Evan Kropp, Laurent Burman, Jeff Pole

Meeting Adjourned at 2:48 p.m.

Respectfully submitted by Sarah Fitzpatrick