1. APPROVAL OF MINUTES

Minutes from the October 3, 2005 meeting were approved.

2. OLD BUSINESS

A. FLYER TRANSLATION PROPOSAL

This issue will be deferred till the January 31, 2006 meeting. Mamie How will ask campus deans for their input on this issue, specifically how implementation would work at the campuses if district-wide policy/guidelines are set.

B. PROPOSAL TO ESTABLISH SUBCOMMITTEES

This issue will be deferred till the January 31, 2006 meeting. Each subcommittee will need a mission statement.

3. REPORTS

A. EATV STUDY GROUP

Tom Blair reported that the school would like to initiate LinkTV in the spring. City Hall has yet to respond to the fundraising issue. The contract must also be mutually agreeable to all parties. These issues must be resolved before broadcasting begins. Podenski and LinkTV representatives agreed that proposed launch date should be moved to June 2006.

B. CCSF PUBLIC UPDATE FROM MARKETING/PUBLIC INFORMATION OFFICE

Martha Lucey reported that the administration would like to see a button on the front page of the CCSF website which provides direct access to registration and Web4. Joe Jah volunteered to develop sample pages.

Promotional efforts for “Conversation…” with Dr. W. Michael Blumenthal have been extensive. 35,000 students received emails advertising the event. Forty-one separate lists were used to send out thousands of postcards. Twenty-two lists were used to promote $25.00 tickets. Ticket sales are currently low and Lucey encouraged all of the committee members to participate in advertising the event.