Present: Emily Brizendine (by conference call), Sharon Green (recorder), Robert Phelps (Chair), Steve Philibosian, Jay Tontz, Lynn Van Hofwegen, Donna Wiley, Ellen Woodard

Meeting commenced at 4:15 in Room AS 120.

**Agenda approved.**

**Minutes of November 16, 2009, revised and approved.**

**Report of Robert Phelps, Chair**
1. Green agreed to take minutes for the Winter Quarter 2010.
2. Given the current budgetary crisis and the change in Senate leadership, Phelps proposed that the CCAC extend an invitation to the new Chair of the Senate, Diane Rush Woods to visit and discuss the relationship between the CCAC and the Senate. This would include the possibility of changing the status of the CCAC to a standing Senate committee, making regular reports to the Senate.
3. Phelps reported on his outreach to the chairs of COBRA and CAPRA, inquiring about the role of the CCAC in their committees. Communication from the chair of COBRA, Eric Seuss, was reviewed; CAPRA’s response is still pending. Phelps recommended arranging a meeting with the COBRA chair to discuss representation of CCAC’s concerns in that committee.

**Report of Emily Brizendine, Presidential Appointee**
1. The current budget situation, reduction of course offerings and one-on-one meetings with Deans was reviewed. Discussions are continuing around the 2010/2011 budget.
2. Questions about funding to support GE courses for the Nursing program and the PACE program were discussed, along with Human Development and Liberal Studies course coverage. There is continued commitment to an Educational Leadership cohort.
3. ASI has funded one staff position for the Concord Campus to support Campus Life.
4. Brizendine was confident that there will still be majors at the Concord Campus.

**No action on Old Business.**

**New Business**
1. The Winter Quarter CCAC schedule was discussed, resulting in agreement hold the next meeting on a Thursday afternoon at 2:30.

The meeting was adjourned at 5:30.