Executive Committee
November 28, 2001

ATTENDANCE
Christopher Samuel President
Amy Salyzyn Vice-President Academic
Jamie Speer Vice-President Operations & Finance
Jennifer Wanke Vice-President Student Life
Bill Smith General Manager
Catherine van de Braak E/A, Recording Secretary

Absent
Kory Zwack Vice-President External

1. Call to Order
The meeting was called to order by Chris at 9:36 am

2. Approval of Agenda
The agenda was amended to add the following Items of Business:
Discussion Items
c) In camera Business (Chris)
d) Survey (Chris)
e) Executive Review (Chris)

3. Approval of Minutes
The minutes of the November 26, 2001 Executive Committee meeting were adopted by consensus.

4. Reports
First meeting of the week only

5. Old Business
Old business was reviewed

6. Items of Business
Action Items
a) Database Development
Priority of the databases was reviewed. It was decided that the top three concerns were:
1 Orientation
2 Central
3 Marketing
Jamie will work with Anita to create firm timelines, penalties and deliverables to be included in the contract.

Discussion Items
a) In Camera Business Meeting moved in camera
b) Executive Retreat Jen will email the details of the retreat to each executive.
c) In Camera Business Meeting moved in camera
d) Survey
Results have been received and are in the process of being copied so each executive will have a complete set. They should be distributed by Thursday noon.

e) Executive Review
Discussion ensued regarding the process of the executive review and how the results would be discussed with each executive. It is important to be honest, objective and to find solutions.

7. Announcements

8. Adjournment
Meeting adjourned at 11:17 am