I. Research Day at the Capitol – Monday, March 27. We are allowed to nominate one undergraduate student for participation. Last year we used the Research Day at UCO as sort of a springboard and that approach may work well this year as well. I ask each of the Deans to submit one nomination to me from their School to be considered as the institutional representative. The deadline for me to receive those nominations is December 16, 2005.

II. Enrollment continues for spring.

III. Catalog review. Virginia Reasor has carefully reviewed our catalog for clarity, accuracy, and readability. She has just provided a rather large list of things for us to consider.

IV. Comanche Nation College schedule for spring. Please have chairs review carefully. Please direct any concerns through the Deans to me.

V. Staffing requests. Please assemble paperwork for any staffing requests you have and forward to me if you have not done so already. A rough sketch of needs is ok by December 2.

Upcoming Dates:

February 15, 2005 – Higher Education Day at the Capitol
March 27, 2005 – Research Day at the Capitol
September 22, 2005 – Academic Convocation (tentative)
November 4, 2005 – Preview Day and Alumni Weekend (tentative)