

Managers Advisory Council  
April 14, 2005

Present: Mark Collins, Carol Easley, Kim German, Doug Hanuscin, Brooke Henwood, Brad McCormack, Lori McKee, Mark Monnes, Dean Schaad, Doris Smith, Bev Walker

Absent: Scott Bendle, Janet Boeckman, Dave Cardwell, Dale Doty, Pete Grant, Jay Jacquet, Beth Price, Ginger Rocks, Troy Shutler, Bruce Sliney

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1. The minutes from the March 10<sup>th</sup> meeting were approved.
2. C. Easley reported on the March Board of Trustees meeting. The Board approved a raise for the president, is reviewing the College mission and goals, will vote on a tuition increase (4%) at the April meeting, and discussed the need to provide more in the way of community education. At present, there are 3 open seats on the Board. They are in the process of filling those vacancies.
3. D. Hanuscin briefly discussed the development of a college policy regarding the hiring of family members. He is in the process of gathering additional information from other colleges and will bring this information to our next meeting for further discussion.
4. MAC membership was the next item discussed. D. Hanuscin reviewed the criteria for membership with the group. After discussion, the group recommended that Ted Mecurio, Nikia Fletcher, Bev Walker and Michelle Barber should be invited as new members to the group and Troy Shutler should be invited to become a member of the Staff Caucus. C. Easley will take these recommendations to Sharon Miller to get feedback from the Faculty/Staff Caucus before any formal action is taken.
5. M. Collins volunteered as a member of the committee to nominate new officers for the MAC. The committee is chaired by D. Doty and a new slate of candidates will be presented at the next meeting
6. The Lifelong Learning proposal that was referred back to the group by Dr. Abrams will need to be resubmitted. There is still some uncertainty as to what information needs to be provided. D. Hanuscin will clarify and report back to the group. Hanuscin also distributed the revised Weather and Emergency Closing policy proposal. The revised policy was approved by the group.
7. C. Easley led a discussion of data mining as it relates to AQIP. The group reviewed a hand-out that showed existing sources of data and how they relate to various AQIP categories. The group was then asked if there are other existing data sources that can be added to this listing. M. Monnes suggested a study conducted by Noel-Loevitz be added to the list. In addition, the group identified individuals who could act as experts for each data source that was listed on the hand out.
8. Brad McCormick reported that a group has been formed to look at the issues involved with a semester conversion. This group will not be developing a plan for the conversion, but rather,

make a recommendation as to whether the College should proceed with it at this time. They will be reporting back to Dr. Abrams by June 1<sup>st</sup>.

9. C. Easley reported on the VP for Learning search. Five candidates will be interviewing on campus over the next 3 weeks.
10. B. McCormick solicited feedback from the group on the recent budget presentations by Bill Miller.
11. D. Hanuscin updated the group on the compensation survey. The process will begin with a "Position Questionnaire" that each employee will complete to identify major job duties and specific details. Supervisors will then respond to the questionnaire with the goal of creating grade levels that are appropriate.
12. D. Hanuscin also reported that SERS employees with less than 5 years of employment will be given the opportunity to move from SERS into ARP beginning August 1<sup>st</sup>. Explanation of the differences between the two plans followed.
13. K. German reported that children from the CDC were in the News Journal on April 14<sup>th</sup> as part of Earth Day activities.
14. J. Boeckman reported that Penny Snyder had surgery recently and will be out the rest of the quarter
15. Next meeting will be held on Thursday, May 12, 2005 at 3:00 pm in Room 92A F.