

Managers Advisory Council
February 10, 2005

Present: Mark Collins, Carol Easley, Kim German, Pete Grant, Jay Jacquet, Brad McCormack, Mark Monnes, Beth Price, Ginger Rocks, Dean Schaad, Troy Shutler, Bruce Sliney, Doris Smith

Absent: Scott Bendle, Janet Boeckman, Dale Doty, Dave Cardwell, Doug Hanuscin, Brooke Henwood, Alice Hutzal-Bateson, Lori McKee

Guests: Paul Sukys, Brad Hays, Ross Justice, Penny Snyder

1. P. Sukys, B. Hays, R. Justice and P. Snyder joined the group to solicit feedback about a college conversion from quarter hours to semester hours. A college survey conducted by the Curriculum Committee showed that most sentiment appears to be in favor of the conversion. B. Sliney stated that it should be easier for students to transfer. B. Price identified a potential issue of staff scheduling for the CDC. Sukys stated that although difficult, it could be done, but the main question for the group is do we think this is a worthwhile endeavor. B. McCormick stated that before he could adequately answer the question, he wanted to know the benefits of converting. Benefits that were shared included the reexamination and analysis all our curricula, institutional compatibility with most other colleges and universities, improved transfer, better summer employment opportunities, reduced administrative costs, more continuity of work study students, more continuity of child care, and student retention. The general consensus of the group was that this is a worthwhile endeavor. Sukys stated that 2 major issues that need to be addressed are faculty load and the course conversion from quarter to semester hours.
2. The minutes from the January 13th meeting were approved.
3. The report on the January Board of Trustees meeting was postponed until the next meeting.
4. D Schaad led a discussion about the management of keys. At times the transfer of keys is not following established process. As a result, accurate tracking of who has certain keys is not possible. It is important that anytime there is an employee transition to have keys first returned to Human Resources or Facilities. In addition, managers should send any unidentified keys to D. Schaad.
5. Feedback from D. Hanuscin on the Lifelong Learning and Weather and Emergency Closing policies was tabled until the next meeting.
6. C. Easley asked the group if we are open to the public. At present the group is not. After discussion, it was decided that minutes will be forwarded to the leadership of other groups such as the Faculty/Staff Senate. If an individual from outside the group wishes to attend then that person can be put on the agenda.
7. C. Easley asked that we re-examine our membership because there may be other employees who now should be part of this group due to the recent college reorganization. How is membership determined? Should it be an individual who is in charge of a budget or who

supervises other employees? Are there exceptions? It was decided to have D. Hanuscin look at the initial criteria that was used to create the group and report back at our next meeting.

8. B. Sliney informed the group that there is call for proposals for an upcoming OATYC conference and encouraged members to put a proposal together if they have an interest in presenting.
9. Next meeting will be held on March 10, 2005 at 3:00 pm in Room 92A F.