

Manager's Advisory Council – North Central State College

April 12, 2007 at 3:15 p.m. in 92B – Fallerius

Present – Doug Hanuscin, Brooke Henwood, Jim Hull, Lori McKee, Ted Mecurio, Mark Monnes, Doris Smith, and Bev Walker

Recording Secretary – Nikia L. Fletcher

1. Approval of February minutes – approved as read
 - a. There was no March MAC meeting and, as such, no minutes to approve.
2. February BOT Meeting Report (Mannes)
 - a. Bill Miller shared the following:
 - i. The recent audit has been approved by the state.
 - ii. There will be a 13% increase in the NC State health insurance.
 - b. Gina Kamwithi and Carmen Morrison presented on distance learning and the recent growth in opportunities at the College.
 - c. Ken Ekegren provided a strategic plan update.
 - d. Dr. Abrams shared the following:
 - i. New information from OBR related to a new advising group and a chancellor role.
 - ii. Enrollment update from Spring 07 (at the time of the presentation enrollment was up 2% and that information was provided to the BOT)
3. There was no March BOT Meeting report as those who attended were not present at the MAC meeting.
4. Non-exempt employee compensation for committee work (Hanuscin)
 - a. Doug Hanuscin presented two issues to be addressed by supervisors as it relates to compensation for non-exempt employees and committee participation.
 - i. Issue #1 – Should committee work be related to the job assignment in order for a non-exempt employee to participate?
 1. No. Committee work (including that of shared services) is beneficial to the College and, as such, non-exempt employees may be allowed to participate.
 - ii. Issue #2 – Should non-exempt employees be compensated for committee work?
 1. At the discretion of their supervisor. The non-exempt employee should discuss all committee work with their supervisor in advance to determine if it is appropriate for

them to participate (and to what extent) and if their time will be compensated.

- a. If considered compensable time, the supervisor shall determine if the employee will receive either overtime or adjust their time during the week.
 - b. If not considered compensable time, the employee may participate on their own time.
 - b. This policy follows the procedures for administering overtime through the College.
5. MAC Membership/Schedule (Monnes)
 - a. Doug Hanuscin will be attending the May 23rd BOT meeting on behalf of the MAC.
 - b. Bev Walker will move into the office of chair in the upcoming year.
 - c. Nominations and elections for the new vice chair will be held at the May 10th meeting.
6. Individual/Department Sharing
 - a. Monnes – Raised the question ‘who should be involved with the MAC’ relating to why some chairs are able to participate and some are not.
 - i. Hanuscin asked that we hold on that question until a determination is made on who would be in the bargaining unit for faculty. Information on the bargaining unit will be determined next week.
 - ii. Hull suggested that we continue to include everyone currently on the roster until we have more information about the bargaining unit.
 - b. Hull – Raised the question of having deans rotate their attendance to MAC meetings instead of all being required to participate
 - i. Hanuscin shared that we should still invite each dean but if the deans wanted to begin a rotation with one dean attending each MAC meeting that should be sufficient.
 - ii. Hull shared that the attending dean could bring topics that require full discussion back to the larger group of deans (who meet regularly) for recommendations. Those recommendations would then be provided to the MAC.
 - c. Hanuscin – Invited the MAC to attend the workforce development dean candidate’s ‘meet and greet’ on April 27th at the Kehoe Center
 - d. Mecurio – Shared an update on DataTel
 - i. Hardware has been installed
 - ii. The operating system will be on the server for IT to begin to ‘play’ next week (provides remote access to DataTel)
 - iii. Discovery dates are set for May 1st and 2nd with the work on the new system kicking off at that point

- iv. IT training schedule has been finalized. Training will include several trips to DataTel by the IT staff
- v. HR, Payroll and Requisitions will be live in January of 2008
- vi. Student will be live for winter 09 registration
- vii. McKee reminded that each hour of training equals one hour of homework to make the system work
- e. Henwood –
 - i. Asked what managers should say when asked our opinion on the union
 - 1. Hull responded that manager training is forthcoming but in the meantime, managers should ask individuals questions that lead them back to the more positive things going on within the campus.
 - ii. Shared that April is ‘the month of the young child’ and the campus walk would take place on April 26th

Meeting adjourned at 4:10 p.m.

Respectfully submitted,

Nikia L. Fletcher
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