

North Central State College - **Manager's Advisory Council**
August 9, 2007 at 3:15 p.m. in 92C – Fallerius

Present: Bev Walker, Tom Prendergast, Jim Hull, Mark Collins, Kim German, Terry Coleman, Doug Hanuscin, Mark Monnes

Recording Secretary: Kim German

Adjusted agenda items to meet the needs of council members.

HR Topics – Doug raised a question related to internal employee job announcements. Who should announce new positions, supervisors or HR department? Examples, promotions, moving to new department. Council agreed for consistency purposes employee job announcements and individuals no longer employed at college should come from the HR department.

June Board of Trustees Meeting Report – Doug reported:
Budget approval
Bill Miller's last board meeting
Peg Moir and Betty Wells provided an enrollment update
Discussion of Rock-n-Ribs last year
Commencement
Summer Head Count

Calendar: Bev encouraged members to sign up for recording secretary and board meeting representative. Membership decided to go with one representative from MAC to board meeting.

<u>Secretary</u>		<u>Board Meeting</u>	
Sept. 11	Mark Collins	Sept. 26	Tom Prendergast
Oct. 11	Mark Monnes	Oct. 24	Doug Hanuscin
Nov. 8	Brooke Henwood	No meeting	
Dec. 13	Tom Prendergast	Dec. 5	Bev Walker

Next MAC meeting scheduled for September 11, 2007 in room 092C-F.

MAC Membership – Ben Roundtree is a new member. Discussed if Gina Kamwithi should be part of this council. Bev will head current membership and accept input from membership.

Review draft of Code of Student Conduct and respond to Peg Moir by August 31st.

Approval of July Minutes – Table (no quorum)

Topics for Future Meetings – Membership reviewed our purpose:

Provide a forum for interaction and discussion among middle managers;
Provide input on proposed policies and issues when requested by the Faculty/Staff Senate or Causes;
Function as an advisory group to the President and President's Staff by providing input on proposed policies and issues when requested;
Initiate policy proposals and promoting discussion dealing with issues that affect the operation of the College and the ability to reach the College goals.

These items were discussed as future agenda topics:

Add PAC to our agenda
Bereavement policy
Absenteeism policy
Enrollment committee report

Individual/Department Sharing – none at this time (weather related!!)

Terry moved to adjourn, Tom seconded.