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**Transition Team Meeting**  
**July 3, 2003**  
**Minutes**

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<b>Present:</b>	Penny Snyder
Dr. Abrams	Paul Sukys
Terry Coleman	Susan Sukys
Mark Collins	Tony Woodard
Nikia Fletcher	
Brooke Henwood	
Rose Hughes	
Bob Lewis	

Members not present: Doug Hanuscin and Pete Grant  
Brad Hays was also present.

**I. Meeting Called to Order at 3:05pm.**

Last meeting's minutes and this meeting's agenda were distributed.

**II. Attendance**

Attendance was taken.

**III. Approval of Minutes**

*Corrections to be made on the minutes of June 12, 2003.*

1. Correct Transition Committee to Transition Team.
2. The following is a comment that Paul Sukys considered very important to be added to the minutes of June 12, 2003. Paul Sukys stated that since certain members have left there is a lack of "loyal opposition" that existed prior to this committee's meeting. He is concerned that this is a major factor in this team obtaining its goals. This was added to the minutes of June 12, 2003 under the second category of Attendance

Terry Coleman commented that most of the people on this committee are hopeful and believe that something positive would be achieved.

Paul Sukys moved that the minutes be accepted. Susan Sukys seconded this motion. Minutes were unanimously accepted with corrections.

**IV. Report**

**A. Report of Board of Trustees Meeting**

Terry Coleman attended the Board Meeting and he stressed that the Transition Team is solidly backed by the Board which indicated the team's sense of value and relevance. He commented that the Board would address any concerns the Transition Team may have. The meeting was then turned over to Dr. Abrams.

Dr. Abrams commenced by indicating the Board's interest on what the Transition Team was doing. The Board would like the Transition Team to question the Board about anything and nothing was off limits. They are highly concerned about establishing a college senate.

Dr. Abrams commenced by distributing several handouts. One was a memo to the Transition Team from Dr. Linda Kafer regarding the Gardner Shaw Report; the Team questioned if this memo could be mailed out to all of the college community.

There was much discussion at the Board meeting regarding the Budget including raises, updated equipment and assessment. The Board of Trustees was able to approve the majority of the above requests.

At the Board Meeting it was mentioned the comments that were left out of the Gardner Shaw Report in reference to the adjunct faculty.

Paul Sukys expressed his disappointment of the Boards reaction to the Transition Team. He felt the Board should be more precise and specific on what this committee can do. Paul Sukys said it looks like they want us to tell them what we can do.

Terry Coleman stated that the Board really wants the Transition Team to give them the big picture of things. The Board would then review the ideas and negotiate the outcome.

It was suggested by Mark Collins that a memo be developed and distributed by Terry Coleman regarding his findings at the Board Meeting. This memo could be passed on to Doug Hanuscin to be placed on the Intranet.

#### **B. Report from Senate Subcommittee**

Bob Lewis indicated that the team has had one meeting this week and were dividing up the tasks that they wanted to accomplish. The first thing they were doing was developing a survey instrument to use in their research.

Susan Sukys stated that the team would be trying to meet every Monday and they also have delegated specific duties to certain individuals. They will be broadening their contacts to colleges outside of Ohio.

### **V. Old Business**

#### **A. Review of Provided materials**

The handouts that Dr. Abrams provided will need to be read over and discussed at the upcoming meeting.

#### **B. Discussion of plan of action**

Terry Coleman will be presenting a Power Point Presentation at the next meeting, lasting approximately one-half hour, on the "Learning College."

It was determined the need for this committee to meet more often. In conclusion it was decided that the committee would meet on July 17<sup>th</sup>, July 24<sup>th</sup>, and July 31<sup>st</sup> at 3:00pm in Room 168, the Board Room. Dr. Abrams will inform the Board when the Transition Team's meeting will be.

**VI. New Business**

*Faculty Development Day* was a concern of the committee in regards to the time limit that they would be given. It was determined that 45 minutes would be sufficient for the team's presentation; either right before the lunch or break. It was indicated that this information should be available on the Intranet.

The committee expressed the need for an *Employee Development Day*. Perhaps this could be a half day retreat. By doing this it would be something different and would encourage more participation from the staff. Dr. Abrams and Mark Collins will research how this event could be handled.

**VII. Meeting Adjourned at 5:15pm**

**Next meeting Thursday, 7-17-03, at 3:00pm in Room 168 (Board Room).**