

**NORTH CENTRAL STATE COLLEGE**  
**President's Staff Meeting**  
**Minutes**

| <b>DATE</b>   | <b>CALLED TO ORDER BY</b>   | <b>TIME</b>  | <b>ADJOURNMENT</b> |
|---|---|--|--------------------|
| <b>January 8, 2008</b>  | <b>Donald Plotts</b>  | <b>9:00a.m.</b>  | <b>10:57a.m.</b>   |
| <b>PRESENT:</b><br>Dr. Therese Bushner<br>Brad McCormack<br>Peg Moir<br>Don Plotts<br>Betty Wells<br>Steve Williams |   | <b>ABSENT:</b><br><br><b>EXCUSED:</b><br>Dr. Ronald Abrams<br><br><b>GUESTS:</b> |                    |
| <b>TOPIC</b>  | <b>DISCUSSION</b>   | <b>ACTION</b>  |                    |
| <b>Vice-President for Institutional Advancement (Betty Wells)</b><br><i>Academic Challenge</i>                      | Wells reported that Academic Challenge was seeking a \$5,000 donation to the project. Negotiations are in progress. The Staff recommended some level of participation and perhaps housing the event at the Kehoe Center.  | Information Item   |                    |
| <i>Presidential Roast</i>   | Wells provided an update on the progress of the Presidential Roast.   | Information Item   |                    |
| <i>IA Update</i>  | Wells reported that Institutional Advancement is now fully staffed and working on revamping the College website in preparation for a spring marketing campaign.   | Information Item   |                    |
| <i>Foundation Quarterly mtg.</i>  | Wells reminded the Staff of the Foundation Quarterly Board meeting coming up next week.   | Information Item   |                    |
| <i>Foundation Director</i>  | Wells reported that very soon it will be announced that Chriss Harris formerly of Embarq will serve as the new Foundation Executive Director.   | Information Item   |                    |
| <b>Vice President for Business and Administrative Services (Brad McCormack)</b><br><i>Spam Update</i>               | McCormack reported that Jim Turner has undergone major surgery but is home now recuperating. Since Turner has been gone we have received several significant SPAM attacks that accounts for the significant increase in SPAM traffic. IT is working on the issue. | Information Item   |                    |
| <i>ENCORE "Live"</i>  | McCormack reported that ENCORE the datatel system is now "Live."  | Information Item   |                    |
| <i>Budget Amendment</i>   | McCormack distributed information sheet on the proposed budget amendment, discussed the elements, and called for further discussion prior to submitting to the Board of Trustees for approval.  | Information Item   |                    |
| <b>Vice President for Learning (Dr. Therese Bushner)</b>  | No Report   |  |                    |

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| <b>Vice President for Learning Support and Retention (Peg Moir)</b><br><i>Winter Enrollment Update</i> | Moir provided the latest update on winter enrollment. She also discussed spring enrollment and the dual enrollment/dual credit implications. She explained that dual enrollment students would be returning in August and classes still need to be put together. | Information Item |
| <i>Achieving the Dream</i>   | Moir explained that with Dr. Rountree's passing, there would need to be someone identified to fill the role in Mathematics.  | Information Item |
| <i>Texas Project</i>   | Moir explained the Tom Kluding would be meeting with some people from Mansfield Senior on January 14 <sup>th</sup> regarding the Texas Project.  | Information Item |
| <b>Special Assistant to the President (Don Plotts)</b><br><i>BOT Agenda Items</i>                      | Plotts called for discussion of any agenda items that need to be placed on the Board's agenda for next week's meeting. The Staff discussed possibilities.  | Information Item |
| <i>Common Hour</i>   | Plotts called for continued discussion of the Common Hour to be piloted beginning with summer/fall 2008 class scheduling. Bushner reported that common hours would be established on Tuesdays and Thursdays from 12:00 (noon) to 1:00pm.                         | Information Item |
| <i>Television Spot</i>   | Plotts announced that he would be taping a spot to be aired throughout the week on WMFD.   | Information Item |
| <b>Adjournment:</b>  | The meeting was adjourned at:  | 10:57p.m.        |

Respectfully submitted:

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Stephen Williams, Assistant to the President