

NORTH CENTRAL STATE COLLEGE
President's Staff Meeting
Minutes

DATE	CALLED TO ORDER BY	TIME	ADJOURNMENT
January 15, 2008	Donald Plotts	9:00a.m.	10:38a.m.
PRESENT: Dr. Therese Bushner Brad McCormack Peg Moir Don Plotts Betty Wells Steve Williams		ABSENT: EXCUSED: Dr. Ronald Abrams GUESTS:	
TOPIC	DISCUSSION	ACTION	
Special Assistant to the President (Don Plotts) <i>Lessons from the Geese</i>	Plotts distributed a handout describing some characteristics of a flock of geese that could lend some valuable lessons during challenging times.	Information Item	
<i>Kehoe Organization</i>	Plotts distributed a Kehoe temporary shift of reporting responsibility diagram to those in the Kehoe Building. He explained that Human Resources is doing their best to expedite the Dean search process.	Information Item	
<i>RIG Grant</i>	Plotts explained that the Regional Innovation Grant (RIG) was being presented to the Workforce Investment Board (WIB) today. This Department of Labor grant would be administered by Jobs and Family Services.	Information Item	
<i>College NOW</i>	Plotts reported that CollegeNOW is currently in a state of limbo while they look to find a director and while the group is working to make some additional changes.	Information Item	
<i>Interim Period</i>	Plotts recapped some of the activity for the Interim period. He identified a temporary restructure of the Engineering and Workforce Development Division until a new Dean is brought onboard, the Budgeting Process, On-Line Learning and PAC Initiatives.	Information Item	
<i>Bridge Grant</i>	Plotts reported that the Bridge Grant had been approved for approximately \$500,000 (total of \$650,000 includes other local funds as well). Ellen Heinz will be in charge of this Grant.	Information Item	
Vice-President for Institutional Advancement (Betty Wells) <i>College NOW</i>	Wells reported that they were in the progress of developing a news article for CollegeNOW.	Information Item	
<i>Presidential Search</i>	Wells reported that Mr. Mark Milliron stated that he would be willing to assist with the Presidential search if called upon.	Information Item	

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<i>P-16</i>	Wells distributed a handout on the P-16 Executive Committee and provided an update.	Information Item
<i>Employer Relations</i>	Wells reported that they were making efforts to place the employer relations activities on-line. Recently Rodriguez, Campbell, and Hupp met to discuss realigning the responsibilities for employer relations and related activities in order to free Rodriguez to focus on Foundation activities.	Information Item
<i>Presidential Roast</i>	Wells provided an update on the Presidential Roast and previewed some of the features of the event and those scheduled to speak.	Information Item
Vice President for Learning (Dr. Therese Bushner) <i>Scheduling</i>	Dr. Bushner reported that the course scheduling activities for Engineering and Workforce Development Division along with some other tasks were being picked up by Hull and Coleman until a Dean for that division is found.	Information Item
<i>Professional Development</i>	Dr. Bushner provided a draft of the Faculty & Staff Development Day activities for the Staff to review and discuss.	Information Item
<i>Program Updates</i>	Dr. Bushner reported that the search for an Occupational Therapy Assistant Director was unsuccessful and they are still looking. She provided some additional program updates as well.	Information Item
Vice President for Learning Support and Retention (Peg Moir) <i>Winter Enrollment Update</i>	Moir reported that winter quarter enrollment shows headcount up 1.2% and FTE up 3%.	Information Item
<i>Posthumous Degree</i>	Moir presented a draft proposal for the Posthumous Degree Policy for discussion. After some brief discussion the Staff unanimously agreed to accept the draft proposal as policy for the awarding of the Posthumous Degree.	ACTION: Policy for Posthumous Degree approved
<i>CAT Proposal</i>	Moir reported that the CAT team proposal was moving forward.	Information Item
<i>Mansfield Senior H.S.</i>	Moir reported that the Mansfield Sr. Compass administration and Texas project that called for having admissions come into the high school was accepted. Dr. Martin agreed with the project and said that he will see that it happens.	ACTION: Texas Project accepted at Mansfield Sr.
<i>Suicide Prevention Trng.</i>	Moir reported that suicide response training will be offered on January 21 and 22. Training will be provided by Faye Grund of MedCentral School of Nursing.	Information Item

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<i>Power Call Update</i>	Moir called for an update on the Power Call proposal. McCormack provided the update.	Information Item
Vice President for Business and Administrative Services (Brad McCormack) <i>Memorial Request</i>	McCormack discussed the request to have a tree planted at the Kehoe Center in memorial of Dr. Benjamin Rountree. McCormack discussed some other memorial gifts management items.	Information Item
<i>Internal Environmental Scanning</i>	McCormack discussed the internal environmental scanning. He explained that Performance Horizons would be conducting the scan as they have in the past in order to maintain consistency. The scan will take place in either late February or early March.	Information Item
<i>Capital Projects</i>	McCormack distributed a handout of the latest updates on various outstanding capital projects. McCormack discussed some of the immediate projects and asked the Staff to see the projects summary and timelines for those projects further out.	Information Item
<i>Kehoe Space Issue</i>	McCormack reported that while searching for a space at the Kehoe Center to house the alternative energy vehicle project it became apparent that a reevaluation of equipment and space utilization at the Kehoe Center needed to be conducted.	Information Item
Adjournment:	The meeting was adjourned at:	10:38p.m.

Respectfully submitted:

Stephen Williams, Assistant to the President