

NORTH CENTRAL STATE COLLEGE
President's Staff Meeting
Minutes

DATE March 18, 2008	CALLED TO ORDER BY Donald Plotts	TIME 9:00a.m.	ADJOURNMENT 10:45a.m.
PRESENT: Don Plotts Dr. Therese Bushner Brad McCormack Peg Moir Betty Wells Steve Williams		ABSENT: EXCUSED: Chriss Harris GUESTS: Jim Hull	
TOPIC	DISCUSSION	ACTION	
Workforce & Healthcare Initiative Presentation (Jim Hull)	Plotts introduced Jim Hull who was invited to present the Workforce and Healthcare Initiative to the President's Staff. Hull announced that his co-presenter, Ellen Heinz was unable to attend this presentation but would be joining him as they carry the presentation throughout the college. Hull talked about the Regional Innovation Grant and Non-Credit Courses in Health Care. Under Workforce and Economic Development he talked about the Core Focus, building stronger ties to the campus, area business, and the community as well as administration of the Training Workers to Advance Grant and the Regional Innovation Grant. Under Healthcare he talked about new revisions in the curriculum, non-credit courses, the selection process and some new programs. In summary Hull stated that the initiative was getting great faculty and staff support, all programs are moving forward, there are improved relationships with the community, and there is need for future considerations for faculty and physical plant.	Minutes were approved as amended.	
Vice President for Business and Administrative Services (Brad McCormack) <i>End of Fiscal Year Closeout</i>	McCormack announced that the end of year purchasing freeze will be enacted at close of business on Monday, May 5 th . This year it will be more strictly enforced than it tended to be in past year in order to get an accurate accounting of the fiscal position as he works to get the 08-09 budget developed.	Information Item	
<i>Hart Resignation</i>	McCormack announced that they had received a letter of resignation from Don Hart in the Duplication Center. The vacant position will likely be restructured before it is posted.	Information Item	
<i>Shared Service Budgets</i>	McCormack provided the Staff with an update on the Shared Service Budgets.	Information Item	

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<p>Vice-President for Institutional Advancement (Betty Wells) <i>Miss Ohio Scholarship</i></p>	<p>Wells suggested that the Miss Ohio program may solicit the college for a scholarship for their program.</p>	<p>Information Item</p>
<p><i>Media Requests Update</i></p>	<p>Wells provided an update on current live coverage requests and press releases.</p>	<p>Information Item</p>
<p><i>Women's Expo</i></p>	<p>Wells reported that the events at the Women's Expo being held at the Mall from 4-9pm would include information on Engineering and Health Sciences.</p>	<p>Information Item</p>
<p><i>Media Spot</i></p>	<p>Wells reported that Dan Dickman would be featured on a WMFD/Clearchannel spot this week.</p>	<p>Information Item</p>
<p><i>Seniors to Sophomores</i></p>	<p>Wells called for some discussion on the Seniors to Sophomores program and asked for guidance on the marketing plan for the program. Plotts replied that a delay in any local public announcement of the program had been called for although other information and inclusion in the catalog may move forward.</p>	<p>Information Item</p>
<p><i>Curriculum Committee Request</i></p>	<p>Wells reported that the Curriculum Committee is looking for collateral materials on new and upcoming programs for consideration.</p>	<p></p>
<p>Vice President for Learning (Dr. Therese Bushner) <i>Phone Tree</i></p>	<p>Dr. Bushner distributed the latest emergency notification phone tree and called for discussion and revisions.</p>	<p>Information Item</p>
<p><i>Anticipated Faculty Positions</i></p>	<p>Dr. Busner distributed the list of proposed faculty positions for 2008-09 and invited discussion.</p>	<p>Information Item</p>
<p>Vice President for Learning Support and Retention (Peg Moir) <i>Enrollment Update</i></p>	<p>Moir provided an update on spring enrollment, discussed current numbers and trends.</p>	<p>Information Item</p>
<p><i>CDC Revenue Projections</i></p>	<p>Moir reported that the revenue projections for the Campus Child Development Center (CDC) reflect breaking even or experiencing a deficit. At the last Grantee Board meeting the CDC was given the "go ahead" to look into expansion. The only way the CDC can stand to break-even or to show a profit it through expansion of facilities and services.</p>	<p>Information Item</p>
<p><i>Perkins Planning</i></p>	<p>Moir distributed the Perkins plan for review and discussion. She asked the Staff to review the plan in some detail and be prepared for further discussion at the next President's Staff meeting.</p>	<p>Information Item</p>

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<i>Request from Madison Schools</i>	Moir reported that she had received a letter from Madison Local Schools requesting the College to be part of their strategy team.	Information Item
<i>BOT Resolution on Position Changes</i>	Moir called for discussion of personnel changes in responsibility and stated that it was her understanding that the human resources office will put out the details of the changes in responsibilities for Cathy Craig and Troy Shutler and submit the resolution to the Board.	Information Item
Interim President (Don Plotts) <i>Internal Governance Council</i>	Plotts shared discussions with the Internal Governance Council. He pointed out that internal posting of upcoming position openings was among the positive results that have come from these discussions.	Information Item
<i>Graduation Open House on Campus</i>	Plotts called for discussion of holding the Graduation Open House on campus this year. Moir pointed out that there would be a college-wide picnic to celebrate graduation and the AQIP accomplishments of the past year. Perhaps having two events of this magnitude some close together would diminish the significance of both. An open house so to speak may not be necessary with the college-wide event just days before. Plotts called for the Staff to give the issue further consideration and will call for further discussion at a following meeting.	Information Item
<i>Systems Portfolio</i>	Plotts called for a review of the systems portfolio feedback report. The discussion pointed out that Kate is looking to identify section leaders and recapped those recommended for each of the sections.	Information Item
Adjournment:	The meeting was adjourned at:	10:45a.m.

Respectfully submitted:

Stephen Williams, Assistant to the President