

NORTH CENTRAL STATE COLLEGE
President's Staff Meeting
Minutes

DATE	CALLED TO ORDER BY	TIME	ADJOURNMENT
June 10, 2008	Donald Plotts	9:00a.m.	10:56.m.
PRESENT: Don Plotts Dr. Therese Bushner Chriss Harris Brad McCormack Peg Moir Betty Wells Steve Williams		ABSENT: EXCUSED: GUESTS:	
TOPIC	DISCUSSION	ACTION	
Farewell to Dr. Bushner	Plotts conveyed his appreciation to Dr. Bushner for her service to North Central State College for the years she spent with us and wished her a fond farewell on behalf of the entire College and best wishes to her in her new role.	Information Item	
Vice-President for Institutional Advancement (Betty Wells) <i>Summer Enrollment</i>	Wells distributed summer enrollment numbers and reported that Sheila Campbell would be taking over the enrollment report from Traci Lykins.	Information Item	
<i>Arnold Haring</i>	Wells recapped her meeting with Arnold Haring. The Staff discussed the Kalamazoo Project as well as how and if our version might possibly include some levy support.	Information Item	
Vice President for Learning Support and Retention (Peg Moir) <i>Plan and Explore Project</i>	Moir discussed the Plan and Explore meeting with the various school districts in the three county area. She recapped the highlights and challenges of the Plan and Explore project. Questions of "who is participating?" and "how much is each entity ready to contribute to the cause?" were solicited at the meeting, with mixed responses. Another meeting is set for two weeks.	Information Item	
<i>Important Dates Calendar</i>	Moir reported that the Important Dates Calendar for the coming year is posted and available for all to access.	Information Item	
<i>Celebration Picnic</i>	Moir reminded everyone about the celebration picnic this week and asked all to be sure to stop by and enjoy the festivity.	Information Item	
<i>Commencement Walk-thru</i>	Moir distributed a handout on the Commencement and provided a step-by-step walk-through on the evening's activities.	Information Item	
Vice President for Learning (Dr. Therese Bushner)	Dr. Bushner provided an update on Chris Barker but stated that she had no further report. Dr. Bushner thanked each member of the President's Staff for their support	Information Item	

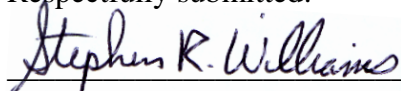
NORTH CENTRAL STATE COLLEGE
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	during her time with the College and wished them well for the future.	
Vice-President for Business and Administrative Services (Brad McCormack) <i>Service Awards Proposal</i>	McCormack presented the Service Awards Proposal submitted by the Committee of the same name. After some discussion, the Staff supported the proposal as submitted.	ACTION: PS supported the service awards proposal as submitted
<i>Auction Update</i>	McCormack provided an update on the recent equipment auction held at the Kehoe Center. He reported that the auction grossed twelve thousand dollars and the net ended up being around eight and a half thousand dollars.	Information Item
<i>Tree Planting Ceremony</i>	McCormack provided an update on the memorial tree planting ceremony.	Information Item
<i>Rain Insurance</i>	McCormack reported that rain insurance for the Rock'ncstate event would cost \$1200.	Information Item
Executive Director of the Foundation (Chriss Harris) <i>Innovation Fund Drive</i>	Harris reported that thirty-five percent participated in the Innovation Fund drive with internal support reaching 38-40 percent. We were able to reach the target for the fund match. Harris conveyed kudos to Lew Milner, Ron Pagano, and Brad Hays who served as employee representatives and will be involved in the Capital Campaign. Hockenberry, Peresie, and two staff members will be solicited for involvement in the Capital Campaign as well.	Information Item
<i>Rock'ncstate VIP Event</i>	Harris reported that the VIP event at rock'ncstate will be held on July 18 th .	Information Item
<i>Alumni Program</i>	Harris provided an update on the Alumni Support project.	Information Item
<i>Database Management Specialist</i>	Harris reported that their new Database Management Specialist, Tammy Hammond, will be starting next week and the department will be happy to welcome her aboard.	Information Item
Interim President (Don Plotts) <i>VP of Learning</i>	Plotts announced that with the presidential search extended it was time to shift focus onto the Vice President of Learning search and provided an update on the VPL search. He explained his discussion with the Board of Trustees about shifting focus to the VPL position and that there would be a review of the VPL Job Description done by the Faculty Caucus and the AAUP. In fall we will pull together a review team consisting of (2) reps from the AAUP, (2) reps from the Faculty	Information Item

NORTH CENTRAL STATE COLLEGE
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	Caucus, (3) reps from the Council of Deans, and (1) rep from the Human Resources Office. Plotts distributed information gathered from some other institutions for the top academic position and announced that the VP of Learning search should be an academic issue. He asked the other Vice Presidents to review the material and asked them for their input on whether this search appears to be going in the right direction.	
<i>AAUP Negotiation Issues</i>	Plotts distributed a listing of negotiation issues for the Administration team and some anticipated AAUP issues and solicited discussion of additional issues that should be considered.	Information Item
<i>Greene Resignation</i>	Plotts announced the resignation of Presidential Administrative Assistant, Teresa Greene, for another position in the Mansfield Senior School System.	Information Item
<i>COD Minutes</i>	Plotts asked the Staff to regularly monitor the minutes of the Council of Deans meetings to review happenings and the direction the group is going.	Information Item
<i>CONC2Y Invoice</i>	Plotts presented an invoice for membership in the Council of North Central Two-Year Colleges and called for discussion of the value of membership. McCormack to review in detail.	Information Item
<i>Small Business Development Center</i>	Plotts distributed a dope sheet on the small business development center and called for discussion.	Information Item
<i>High School Counselor's Complaint</i>	Plotts conveyed a complaint from the high school counselors and outlined the details of the complaint. Plotts asked that McCormack, Moir, and Wells get together to discuss how to resolve the issue.	ACTION: McCormack, Moir, and Wells to discuss resolving issue
<i>Job Skills Bank</i>	Plotts distributed the Kehoe Center Job Skills Bank regional coordinator application and recapped the highlights.	Information Item
Adjournment:	The meeting was adjourned at:	10:56a.m.

Respectfully submitted:



Stephen Williams, Assistant to the President