



CHANCELLOR'S COUNCIL MINUTES

September 10, 2002

8:30 a.m. – 12:00 p.m.

District Office Board Room

MISSION: "Create a vision and pursue strategies with fervor to implement it."

CALLED TO ORDER BY: Richard T. Thompson, Chancellor TIME: 8:30 a.m.

IN ATTENDANCE:

D. Adams
 C. Brantley
 G. Faye
 A. Hillberry
 C. Kozell
 G. May
 M. Smydra

S. Blackman
 E. Callaghan
E. Harrison
 G. Keith
 S. Lorton
 L. Pososki
 J. Wersching

Others: Carol Lowman and Tony Ingram

I. PRESENTATIONS/SPECIAL GUESTS

Carol Lowman of the United Way provided a brief presentation of the campaign and noted that only 10.8% of the funds are allocated to administrative costs and that programs are funded, not agencies.

II. CHANCELLOR'S COMMENTS

III. MEETING'S FOCUS ITEM

A. Leadership Discussion

The topics of leadership and leadership opportunities were discussed and will be added to a future Chancellor's Council meeting for further discussion.

I. ACTION ITEMS/CRITICAL RECOMMENDATIONS

A. Job Description Review

The System Administrator position was approved. It was noted that this is a funded position and is part of the proposed new IT organizational structure.

II. INFORMATION ITEMS

Sharon Blackman indicated that OCC received \$2.9 million in economic development grants, down from the \$4 million we received last year.

It was again noted that Dave Adams is the spokesperson for the College and that all requests (media or otherwise) be funneled to him.

Dave Adams noted that during the period of July 14 – September 6, incoming phone calls increased by 5.5%, the operator hand time increased 31%, and abandoned calls decreased 42% from the year before.

III. DISCUSSION ITEMS

A. Chancellor's Council Retreat

The Chancellor's Council retreat is scheduled for June 8 – 11, 2003 and will be held at Brook Lodge Conference Center.

B. College Golf League

Topic was discussed, recommendation from Human Resources is pending.

C. Consolidation of Enrollment Reporting

Chancellor's Council supported the notion that consolidation of enrollment reporting is needed to ensure reliable and consistent reporting, and agreed that further investigation continue.

III. COUNCIL REPORTS (at discretion of each chair)

No reports.

IV. FUTURE ITEMS

- A. Perkins Plan
- B. Council Relationships
- C. Organizational Charts
- D. Leadership Discussion
- E. Retreat Issues
- F. Datatel Backfill Transition
- G. Goal Assignments for Five-Year Plan
- H. Video Project
- I. Leadership Follow Up
- J. Impact of Web Master
- K. Review of Compass

V. PROCESS CHECK

- A. What worked
- B. What didn't work
- C. What's missing

Meeting adjourned at 12:00 p.m.

Respectfully submitted,

Pamela Dorris
Executive Assistant to the Chancellor

RESPONSIBILITIES: 1) Committing resources; 2) policy development; 3) benchmarking;
4) organizational development; 5) creating a standard of accountability for all members
of the
5) College, based on the primacy of the student, in everything we do.