



CHANCELLOR’S COUNCIL MINUTES

May 6, 2003

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:

- | | |
|---|--|
| <input checked="" type="checkbox"/> D. Adams | <input checked="" type="checkbox"/> S. Blackman |
| <input checked="" type="checkbox"/> C. Brantley | <input checked="" type="checkbox"/> E. Callaghan |
| <input checked="" type="checkbox"/> D. Dunshee | <input checked="" type="checkbox"/> G. Faye |
| <input checked="" type="checkbox"/> A. Hillberry | <input checked="" type="checkbox"/> G. Keith |
| <input checked="" type="checkbox"/> C. Kozell | <input checked="" type="checkbox"/> G. May |
| <input checked="" type="checkbox"/> R. Montgomery | <input checked="" type="checkbox"/> L. Pososki |
| <input checked="" type="checkbox"/> C. Rush | <input checked="" type="checkbox"/> M. Smydra |
| <input checked="" type="checkbox"/> R. Thompson | |

I. PRESENTATIONS/SPECIAL GUESTS

Sharon Blackman, Auburn Hills Campus President, introduced Letyna Roberts, Manager of State and Federal Programs, who offered a presentation regarding the Perkins Post-Secondary Program Improvement Application. She also distributed a copy of her report.

It was the consensus of Chancellor’s Council to approve the Perkins plan as presented.

II. CHANCELLOR’S COMMENTS

Chancellor Thompson discussed current issues related to state funding.

III. MEETING’S FOCUS ITEM

I. ACTION ITEMS/CRITICAL RECOMMENDATIONS

A. Food Service Guidelines

Chancellor’s Council reviewed the food service guidelines which had been revised by Presidents’ Cabinet at the March 17, 2003, meeting. Suggested revisions will be incorporated into the document and brought back to Chancellor’s Council for approval.

II. INFORMATION ITEMS

A. Exempt Administrative and Management Staff Handbook

Catherine Rush distributed a summary of proposed changes to the Exempt Administrative and Management Staff Handbook for Chancellor's Council review.

A summary of the changes will be submitted to the Board of Trustees for their approval at the May Board meeting.

B. Board Policy Change

Catherine Rush reviewed Board policy number 2.1.2 Regular Employees noting that language within the policy needs to be clarified. The change to the policy will be lodged at the June Board of Trustees' meeting.

C. Update on Teamsters' Contract

Catherine Rush provided an update on the Teamsters' Contract.

III. DISCUSSION ITEMS

A. Professional Education Organizational Chart Proposal

George Keith distributed and discussed the Professional Education Organizational Chart Proposal.

B. Conference Phone

Andrew Hillberry discussed issues regarding phone conferencing and noted that IT is reviewing conference phone options.

IV. COUNCIL REPORTS

Edward Callaghan and Martha Smydra noted that the Orchard Ridge and Royal Oak Campuses were closed during the evening of Monday, May 5, 2003, due to the county-wide tornado sirens.

Clarence Brantley provided an updated on the Chancellor search process.

Gordon May reported that OCC was given a platinum award at the National Nursing Student Association Conference held in Phoenix.

Linda Pososki reported that faculty and staff development coordinators pre-tested an on-line tutorial for on-line grading. This process went well and is on target.

David Adams reported that the on-line registration pilot will begin on May 15 and 16.

V. FUTURE ITEMS

- A. Retreat Issues (RTT)
- B. Goal Assignments for Five-Year Plan (progress report 12/3 retreat)
- C. Video Project (4/03)
- D. Leadership Follow Up

VI. PROCESS CHECK

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

Meeting adjourned at 11:53 a.m.

Respectfully submitted,

Pamela Kramer
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 College, based on the primacy of the student, in everything we do.