



CHANCELLOR’S COUNCIL MINUTES
July 30, 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: Clarence E. Brantley, Vice Chancellor TIME: 8:30 a.m.

IN ATTENDANCE:

- | | |
|--|---|
| <input checked="" type="checkbox"/> D. Adams | <input checked="" type="checkbox"/> C. Brantley |
| <input checked="" type="checkbox"/> E. Callaghan | <input 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"/> S. Lorton |
| <input checked="" type="checkbox"/> G. May | <input checked="" type="checkbox"/> L. Pososki |
| <input checked="" type="checkbox"/> M. Smydra | <input checked="" type="checkbox"/> N. Stephens |
| <input checked="" type="checkbox"/> J. Wersching | |

I. PRESENTATIONS/SPECIAL GUESTS

None.

II. CHANCELLOR’S COMMENTS

Clarence Brantley updated Chancellor’s Council on the special Board meeting held Monday, July 29, 2002. He also noted that Chairperson Janice Simmons swore in the Public Safety Officers prior to the special Board meeting.

III. MEETING’S FOCUS ITEM

I. ACTION ITEMS/CRITICAL RECOMMENDATIONS

A. Administrator’s Compensation

Norman Stephens discussed the administrator’s compensation for extra work, and Chancellor’s Council supported the proposed language. The proposal will be submitted to Human Resources for consolidation and publication in the *Employee Handbook* and the *Exempt Administrative and Management Staff Handbook*.

B. Winter Close-Down

Clarence Brantley discussed the winter close-down. Sue Lorton will advise the College community of winter close-down timeframes and procedures.

C. Culinary Name Change

Chancellor’s Council approved the name change for the culinary arts department as discussed by Cheryl Kozell.

II. INFORMATION ITEMS

It was determined that OCC will not participate in the MCCA leadership program this year.

Clarence Brantley updated Chancellor's Council on his meeting with other Community Colleges regarding the state budget.

David Adams asked Chancellor's Council members to speak to Dorene Lund if interested in playing in the golf outing on August 9.

Linda Pososki noted that the next faculty orientation will be held on August 19-21, 2002, and more information will be sent to Chancellor's Council members as it becomes available.

Clarence Brantley noted that an account will be established within Human Resources to cover the costs of interviewing candidates, and he will work with the CASC to prepare reimbursement procedures for candidates.

Clarence Brantley will communicate information with the campus presidents regarding the 2002-2003 budget.

Linda Pososki updated Chancellor's Council on the administrative/management training sessions to be held this fall.

III. DISCUSSION ITEMS

A. Pay Scale Recommendations

Chancellor's Council approved the recommendation to increase the pay scale for clinical instructors and supervising dentists within the dental hygiene program.

Chancellor's Council approved the recommendation for student workers to maintain their wage rate if they become a tutor.

Chancellor's Council supported a 3% increase for the part-time non-represented management employees.

III. COUNCIL REPORTS (at discretion of each chair)

No reports.

IV. FUTURE ITEMS

- A. Windows XP Migration (8/13)
- B. Perkins Plan
- C. Council Relationships
- D. Organizational Charts
- E. Leadership Discussion
- F. Budget Overview (Brantley)
- G. Campus Travel
- H. Retreat Issues

- I. Datatel Backfill Transition
- J. Goal Assignments for Five-Year Plan

V. PROCESS CHECK

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

Meeting adjourned at 10:30 a.m.

Respectfully submitted,

Pamela Kramer
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.