



CHANCELLOR’S COUNCIL MINUTES  
October 8, 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:

- |  |  |
|--|--|
| <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"/> G. Faye      | <input checked="" type="checkbox"/> E. Harrison  |
| <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"/> J. Wersching |

Others: Terry McCauley

I. PRESENTATIONS/SPECIAL GUESTS

A. Health and Safety Audit

Clarence Brantley and Terry McCauley presented the audit. Mr. McCauley will meet with the presidents to review safety committees and their charges.

II. CHANCELLOR’S COMMENTS

Issues discussed at the Michigan Community College Association’s Board of Directors meeting were presented. Overestimated state projections may impact OCC’s budget.

III. MEETING’S FOCUS ITEM

A. Matrix Management Results

The results were reviewed and discussed and will be shared with the administrative/management staff.

I. ACTION ITEMS/CRITICAL RECOMMENDATIONS

II. INFORMATION ITEMS

A. Mandatory Fire/Tornado Drills

Notice was sent out collegewide indicating the first phase of mandatory fire drills. It was suggested that communications be sent out after the drills to bring up specific points as a follow up. Will investigate the possibility of a health and safety representative to represent District Office, Pontiac Place and Pontiac

Center.

B. Distribution of Survey Form From CPC

Marty Smydra distributed form for Chancellor's Council to complete for the assignment of the next set of goals.

III. DISCUSSION ITEMS

A. Process Review and Documentation

A subcommittee will meet with Scott Killian to identify areas of focus. It was agreed that any forms available on Infomart will not be supplied in paper form.

IV. COUNCIL REPORTS (at discretion of each chair)

Administrative Services Council has made diversity a permanent agenda item; the first half of the business continuity plan is done.

VI. FUTURE ITEMS

Perkins Plan  
Council Relationships  
Organizational Charts  
Leadership Discussion  
Retreat Issues  
Goal Assignments for Five-Year Plan  
Video Project  
Leadership Follow Up

VII. PROCESS CHECK

What worked  
What didn't work  
What's missing

Meeting adjourned at 11:35 a.m.

Respectfully submitted,  
Pamela Dorris  
Executive Assistant to the Chancellor