



CHANCELLOR'S COUNCIL MINUTES

February 3, 2004

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: Mary S. Spangler, 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 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 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"/> M. Spangler  |  |

I. PRESENTATIONS/SPECIAL GUESTS

None

II. ACTION ITEMS/CRITICAL RECOMMENDATIONS

A. Revised Travel and Mileage Guidelines and Forms Approval

It was the consensus of Chancellor's Council to approve the revised travel and mileage guidelines and forms.

B. Discussion of Surveillance Policy

Cathy Rush distributed information regarding the procedure for use of surveillance cameras.

It was the consensus of Chancellor's Council to accept the procedures incorporating discussed changes.

III. CHANCELLOR'S COMMENTS

A. Update on Position Paper #1 Including Distribution

Mary Spangler distributed a copy of her first position paper regarding strategic planning. The Board of Trustees, Faculty, and Staff will receive a copy of the paper beginning February 13, 2004.

B. Discussion of Strategic Plan Implementation

Mary Spangler distributed a final copy of the *Oakland Community College Strategic Plan 2002-2007* and a draft copy of the implementation manual.

C. Possible Costs Related to Strategic Plan

Chancellor's Council discussed the possible costs that could be associated with the implementation of the College's strategic plan.

D. Strategic Plan Research Component – Bibliography of Data Sources for Strategic Objectives Measures

Marty Orlowski distributed a bibliography of the existing and proposed indicators of success for each of the strategic objectives.

Taskforces will be assigned to work on each strategic objective. They will work with Institutional Research to obtain necessary data in reaching each of the indicators of success. The indicators currently identified will not preclude other indicators of success from being developed.

E. Taskforce Discussion Points

This was tabled until the next meeting.

F. College Planning Cycle

Mary Spangler discussed with Chancellor's Council the need to start aligning all College plans, both strategic and operational.

Mary Spangler circulated a sample annual report and requested that as Chancellor's Council members see other examples they send them to David Adams.

I. INFORMATION ITEMS

None

II. DISCUSSION ITEMS

A. Proposed College Budget Reductions

Clarence Brantley discussed the proposed College budget reductions and the current financial status. Chancellor's Council approved the reductions, and an updated list of possible reductions for the 2004-05 fiscal year was distributed.

III. COUNCIL REPORTS

A. Diversity Committee

Sharon Blackman requested that all site administrators work with their staff to encourage them to attend at least two diversity activities.

B. College Administrative Services Council

No Report.

C. College Academic and Student Services Council

No Report.

D. College Planning Council

No Report.

IV. FUTURE ITEMS

- A. Survey of Student Engagement - Recommendation due in March
- B. Childcare Centers - Completed Project by June [Objective 1.7]

Meeting adjourned at 12:20 p.m.

Respectfully submitted,

Pamela L. Kramer  
Executive Assistant to the Chancellor