



CHANCELLOR’S COUNCIL MINUTES

October 22, 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:

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|--|--|
| <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 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 type="checkbox"/> G. May                  | <input checked="" type="checkbox"/> L. Pososki   |
| <input checked="" type="checkbox"/> C. Rush      | <input checked="" type="checkbox"/> M. Smydra    |
| <input checked="" type="checkbox"/> J. Wersching |  |

I. PRESENTATIONS/SPECIAL GUESTS

Dick Thompson introduced Cathy Rush, the new Chief Human Resource Officer.

II. CHANCELLOR’S COMMENTS

III. MEETING’S FOCUS ITEM

I. ACTION ITEMS/CRITICAL RECOMMENDATIONS

II. INFORMATION ITEMS

A. Windows XP Update

Jean Wersching indicated that the Windows XP migration is moving along in the academic areas. The target date for completion of the academic areas is summer, 2003. She also noted that advanced training will be offered in November to campus IT staff, call center staff and paraprofessionals.

B. Director of Institutional Research

Cheryl Kozell lodged the above position for action at the next meeting.

C. Bargaining Update

Sue Lorton provided a classified bargaining update.

D. Emergency Response Plan

Clarence Brantley distributed the above and indicated that it will be shared with the College's emergency teams only. An "emergency booklet" will be developed and shared with the college community.

E. Job Description Template

Will be discussed at next meeting.

III. DISCUSSION ITEMS

A. Chamber of Commerce Memberships

The above memberships will be reviewed and discussed at the next meeting. It was noted that these memberships provide good networking opportunities for the college.

III. COUNCIL REPORTS (at discretion of each chair)

All are moving forward in their respective agendas.

IV. FUTURE ITEMS

- A. Council Relationships & Organizational Charts
- B. Leadership Follow Up
- C. Retreat Issues
- D. Goal Assignments for Five-Year Plan
- E. Video Project

V. PROCESS CHECK

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

Meeting adjourned at 10:20 a.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 College, based on the primacy of the student, in everything we do.