

Senior Staff Meeting
October 13, 2008
Meeting Notes

Attending: Theresa Aragon, Don Bantz, John Carmichael, Art Costantino, Steve Hunter, Lee Hoemann, John Hurley, Les Purce, Todd Sprague, Julie Suchanek, Allen Toothaker, Steve Trotter
Absent: None

Minutes

The notes from the previous meeting were approved.

Announcements

- Theresa Aragon said that the 3-year evaluation report for Extended Education will be discussed by the faculty on October 29. The report will be placed on next week's Senior Staff agenda.
- Steve Hunter provided an update on a recent sexual assault on campus.
- Art Costantino noted that summaries of the Community Connections meeting have been distributed by e-mail. Nancy Murray will convene a group to follow-up.

Enrollment Update

Steve Hunter provided a preliminary report on 10th day enrollment. Based on Fall enrollment Steve estimates an annual average enrollment of 4,350 FTE, an increase of 81 from the previous year. This would place the enrollment "cushion" at 137 FTE. The Strategic Enrollment Group will discuss enrollment in some specific programs.

Exempt Compensation Procedures

Allen Toothaker reminded the group that the new exempt salary grid should be used for all new hires. Managers should consult with Human Resources about any new positions or changes in exempt job descriptions that may lead to salary changes.

Performance Agreements

Don Bantz described the NCHEMS critique of the proposed institutional performance agreements. The HEC Board staff signaled that they would be pleased to delay or streamline the performance agreement process. This might take the form of limiting the scope of agreements, adopting "pilot" agreements with just a few institutions, or implementing agreements in a "staggered" timeline. The institutions expressed that they are prepared to move the agreements forward as called for in the current law.

Accreditation Follow-up

Les Purce acknowledged the work of the many people who worked on the accreditation visit. The college will receive the visitors' full report within a few weeks. Don and Les will attend the January meeting where the full Commission will act on the report.

Veterans Work Group Recommendations

Art Costantino previously distributed a draft response to the recommendations of the Veterans' Work Group. Senior Staff discussed next steps to implement the Veterans' Day Holiday in 2010.

<p>Follow-up: Comments on the draft response are due to Art. Allen Toothaker and John Hurley will begin working with the Federation on the holiday change. Don Bantz will check with the Curriculum Deans about the effect of a new holiday on the academic calendar.</p>
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Legislative Strategy

Discussion postponed to October 27.

Budget Discussion

Les Purce summarized the governor's recent action to trim budgets. He said that the size of the actual cut will likely be much larger. He asked the Vice Presidents to assess the impact of the freeze currently in effect and to discuss the budget process and parameters that the college will use for budget planning. He also asked the group to begin developing a campus communications plan including campus-wide forums. Steve Trotter shared preliminary information on the size of the budget gap facing the state.

Follow-up: Discussion will continue at the October 20 meeting.
