

PRESIDENT'S STAFF MINUTES
Daniel Campus
June 12, 2008

PRESENT	John Cavan, John Sykes, Al Yoder, David Johnson, Al Roberts, Peter Hunt, Chad Patton, Brent Richey, and Tom Wisbey
FACILITIES USE POLICY	It was passed with revisions and an addition of an ad rate for clean up costs.
JULY LOCAL BOARD AGENDA	Reviewed and discussed agenda for the board meeting which will be held in Keysville on July 9. Highlighted Great Expectations Advisory Board and Dual Enrollment.
NURSING REPORT	Will continue to take students at our overflow site in South Boston. Currently have 30 students in Alberta and 34 in Keysville. This will be the largest and most qualified nursing class the college has had.
STATE APPEALS PANEL	Nominated an Administrator and Faculty member to represent the college. Libby Blanton and Peter Hunt will serve this coming year.
ENROLLMENT – Summer	FTE's – 775 (15% Up) from last year.
CAREER PATHWAYS LEADERSHIP TEAM	Nominated Chad Patton and Brent Richey to the current team members.
INTERIM BLACKBOARD ADMINISTRATION	Approved part-time hours for Blair while we search for a new Bb Administrator.
SUMMER MARKETING PLAN	Brent Richey passed out current Marketing Plan that had been mailed. It was discussed and approved with additions of radio ads. Peter Hunt will add to budget as outlined in the plan.
FINANCIAL AID COST	Presented and approved the new year's cost of attendance at the college as required by the Department of Education.
EMERGENCY ALERT SYTEM	Discussed the new ROAM System and talked about how we could help students and staff better understand the need

to add to their emails. Check "ROAM SYSTEM" on our website.

**FURNITURE FOR
OCC. TECH ADDITION**

Should be completed by June 13, 2009. Need conference table. Discussed the use of temporary furniture until enrollment needs are determined.

BUDGET

Continued discussion from last week's meeting on the budget.