

**President's Cabinet
Meeting Minutes
February 3, 2009**

Present: Guy Altieri, Anna Barker, Barbara Macht, Donna Marriott, Joe Marschner, Judy Oleks, Donna Rudy, Brian Struntz, Beth Stull.

Minutes from the December 9 meeting were approved for distribution.

President's Report

Funding for FY10

Dr. Altieri reported that the funding situation for FY10 is very complex. It's a waiting game, starting with the federal stimulus package and how that will affect the state budget, which will impact the county budget. At this point, HCC expects to receive level funding from the state for the operating budget, based on the revised FY09 budget. A moderate increase is being requested from the county. Tuition and salaries will not be determined until after the state and county budgets have been set.

The Governor has increased CIP funding for community colleges from \$80 million to \$84 million, which doesn't include HCC's Arts and Sciences Complex. Dr. Altieri is hopeful that the federal stimulus package may assist with increasing the overall amount to include HCC's project.

Adult Education Shifts from MSDE to DLLR

Dr. Altieri recently met with Secretary Perez. DLLR officially takes over the state's adult education program on July 1. Dr. Altieri anticipates grant opportunities with this change.

Upcoming Trustee Meetings

Dr. Altieri asked that cabinet members inform him of any policy matters coming from committees which need to be on the agenda for upcoming meetings. Several members mentioned that they will have related agenda items.

CPB Update

Dr. Altieri reminded cabinet members that the dedication ceremony for the Career Programs Building is scheduled for Friday, February 27 at 9 a.m. Brian Struntz reported that building inspection will not take place until the architects have finished their items, but he is optimistic that all will be ready in the next few weeks.

Faculty Recognition Event

Following the first event this past fall, HCC will partner with USMH for the annual faculty recognition event. Joe Marschner mentioned that the planning committee will convene shortly. Faculty Assembly will again vote on full-time and part-time faculty members, as recommended by each division. A written procedure will be developed for this annual process.

Discussion

Reflections on January Activities

- **Workshop Week** – Dr. Altieri commended faculty for taking greater ownership of the agenda. Joe Marschner reported that faculty members were very pleased with the offerings. He suggested that a model be developed in which January and August workshops be devoted to teaching and learning activities, while May's agenda focus on administrative items affecting faculty.
- **Holiday Reception** – Cabinet members expressed positive comments related to the format and venue. A suggestion was made to continue with this type event, but move it back to December.
- **MLK Day Event** – Joe Marschner said he heard very positive comments from within the campus community and the general community about the location and the performances. Dr. Altieri expressed interest in seeing more faculty attend this event in the future.

Semester Updates

- **Enrollment** – Donna Rudy shared that headcount for the spring semester is up 10.4% and FTE is up 12.2%. Significant gains were seen in other areas including Web enrollments (35%), continuing students (11%), and minority students (25%). This is the first time in HCC's history to go over the 4,000 mark for credit students within a given semester.
- **Open Seats for Late-Start Classes** – Judy Oleks reported that there is a good overall selection of seats for most general education classes. Only a few areas appear to need added sections.
- **Parking** – Brian Struntz reported that the parking situation on campus has been greatly improved for the spring semester.
- **CPB Food Service** – Anna Barker reported that Lita Orner is working with her staff to prepare for the opening of the Valley Eatery. Anna is working with Lita on catering projections for next year.
- **Vacant Positions** – Donna Marriott reported that a few faculty positions remain, but the search committees are moving toward filling them.

Ad Hoc Student Behavioral Intervention Committee

Donna Rudy reported that the group had its first meeting and discussed threat assessment of potentially harmful student behavior. Three levels were identified – mild, moderate, and severe. The next meeting will focus on the technology that will be used to set-up monitoring systems. The committee is expected to finish its work in May.

Program Coordinator Compensation Model

Dr. Altieri reported that he received positive feedback in response to the meeting that was held last week. Judy Oleks, Donna Marriott, and Anna Barker are working to have the new model prepared by March 1.

Other Reports

Donna Rudy distributed a draft of the proposed communicable disease policy. She asked cabinet members to review it and send her any suggested changes.