

**Minutes
Approved
PRESIDENT'S COUNCIL
September 15, 2004**

PRESENT:

President F. Ann Millner
Vice President Norm Tarbox
Interim Provost Jeff Livingston
Vice President Vicki Gorrell
CIO Don Gardner
Wangari Wa Nyatetu Waigwa
JoAnne Robinson

EXCUSED:

Interim Vice President Toni Weight

Minutes	1. The meeting convened at 8:00 a.m.
Consent Calendar	2. The minutes from the September 8, 2004, meeting were approved.
Governor's Forum on September 27	3. There were no Consent Calendar items:
Fall Enrollment	4. President Millner reviewed the agenda for the Governor's Forum on September 27 and President's Council discussed who would attend.
Revision of Policy 5-25j	5. President's Council reviewed Fall semester enrollment numbers and discussed strategies to improve recruitment.
ACTION	6. VP Tarbox requested a revision to PPM 5-25j, (Awards, Expressions of Sympathy, Food, Gifts & Flowers), to include agency or contract funds. When funds are from an external source, that contract governs their use, not PPM 5-25j.
Risk Management Inspections	President's Council approved the revision to PPM 5-25j.
Administrative Standing Committees - Academic Services	7. VP Tarbox reported that the Fire Marshall, Dennis Montgomery, is concerned about the lack of response to some violations noted during inspections, and requested that President's Council members follow up on these violations.
	8. Jeff Livingston presented the revisions to the administrative standing committees under the direction of the Provost's office.

Minutes - President's Council

September 15, 2004

ACTION

President's Council approved the Academic Affairs administrative standing committees.

Next Meetings

9. The next meetings of President's Council will be as follows:

Sep 22	9:00-11:30 am	Business	Pres. Office
Sep 29	8:00-11:30 am	Business	Pres. Office
Oct 6	No meeting		
Oct 13	9:00-11:30 am	Business	Pres. Office