



ADMINISTRATIVE ADVISORY COMMITTEE

WELCOME BYLAWS OFFICERS MINUTES

Administrative Advisory Committee (AAC) Meeting

Reis Hall Lincoln Room

January 9, 2001

Present: Melissa Barnes, Joe Di Christina, Dave Roncolato, Marian Sherwood, Don Vrabel and Mary Jane Webb. Ann Areson, Cathy Madigan, Terrence Mitchell, Erin McAdams and Phil Ness were unable to attend. Mary Norton was a guest.

Joe reported that there is a balance of \$865.25 in our account.

Don reported that he had talked to Ken Hanna about the lighting in the new parking lot behind the Odd Fellows building. We won't own that building until July 1, 2001 and therefore we can't make any changes until after that date.

Mary Norton reported that she has met with Pat Ferrey regarding the Administrative Policy Manual and they would be meeting again to finish making changes in the manual. Mary also reported that all new employees will be listed on the inside news weekly and that the table of contents of the inside news will be emailed to everyone each week.

Don asked if anyone had any ideas for a Spring term activity. Last year we had the dessert get together in the library. Joe mentioned a day at Conneaut Lake Park. Everyone is to ask around to see if there is any interest in this and also bring back other ideas. Don will pass the Conneaut Lake Park idea to SAC and Faculty Council.

Don reported from the Finance and Facility Committee that the search for a Vice President for Finance was still in progress. There were two interviews at the end of December and no more were planned until the faculty return to campus.

Don reported on the Tom Celli presentation for the campus plan. These were a few of topics:

- Changes at Robertson Field
- Narrowing of North Main Street—further discussions with the city and Penn Dot
- Remove the brick fortifications in front of the Library
- Moving most of the offices in Bentley to Odd Fellows along with Admissions and Financial Aid
- Moving Alumni and Development to Cochran and English to Arter
- Moving the Bookstore, Post Office and Printshop to the Campus Center

The election of new members was mentioned. Mary Jane will look to see when we sent out information last year because it was felt that last year's mailing was later than usual.

The meeting was adjourned at 1:00 P.M.

Mary Jane Webb
Secretary

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