President’s Staff Meeting  
9:00 a.m. – A-113  
February 23, 2015

AGENDA

1. **OSHA Degree and Certificates** – Bill Nash

2. **Commercial Driver’s License** – Elaine Simmons

3. **Grants & Contracts** – Cathie/Bill

4. **Policies and Procedures on the Barton Website** – Brandon

5. **New/Revised Policy and Procedures**
   - Discussion –
     - [2423 Military Leave] – Julie
   - First Reading –
   - Second Reading –
     - [2615 Problem Resolution] – Penny

6. **Email Usage and Backup Costs** – Charles

7. **Board of Trustees** – Carl
   - Spring Election
   - March Retreat
   - February Board Meeting

8. **Executive Director of Institutional Advancement Search Update** – Carl

9. **Miscellaneous**

ENDS:

   ESSENTIAL SKILLS   “BARTON EXPERIENCE”
   WORK PREPAREDNESS  REGIONAL WORKFORCE NEEDS
   ACADEMIC ADVANCEMENT SERVICE REGIONS
   PERSONAL ENRICHMENT STRATEGIC PLANNING