

President's Staff Meeting  
9:00 a.m. – A-113  
September 23, 2013

**AGENDA**

1. [Medical Coding](#) – Kim Brennan/Jane Howard
2. [Medical Assisting](#) – Kim Brennan/Jane Howard
3. **New/Revised Policy and Procedures**
  - **First Reading** –
  - **Second Reading** –
    - [Procedure 2485-Separation from Employment](#) – Julie Knoblich
4. **Web Update** – Samantha
5. **Grants Report** – Cathie
6. **Accreditation Update** – Penny
7. **SSN** – Mark
8. **Out of State Employment** - Mark
9. **Introduction of New Employees** – Carl
10. [Ombudsperson](#) – Carl
11. **Miscellaneous**

**ENDS:**

**ESSENTIAL SKILLS  
WORK PREPAREDNESS  
ACADEMIC ADVANCEMENT  
PERSONAL ENRICHMENT**

**“BARTON EXPERIENCE”  
REGIONAL WORKFORCE NEEDS  
SERVICE REGIONS  
STRATEGIC PLANNING**