

PRESIDENT'S COUNCIL MINUTES

DATE: March 17, 2008 TIME: 9:00 A.M.

LOCATION: Dr. Benjamin Snoddy Board Room

PRESENT: Dr. Terhune, Dr. Pat Abell, Lynn Dale, Mike Forrester
Henry Giles, Ron Jackson, Kelley Jones, Daryl Smith and Sherry Vaughn

ABSENT: Nancy Dickson and Dr. David Just

RECORDER: Katie Gillespie

AGENDA ITEMS

Review Commission Agenda – Dr. Terhune

Dr. Terhune presented the Commission Agenda for March 17, 2008. The agenda items were discussed.

New Employee Update – Dr. Terhune

Ms. Vaughn announced that Vickie Dill has been rehired as a Transitional Studies reading instructor and that Mark Roseveare has been promoted to the position of Dean of Learning Resources.

Mr. Giles said that Justin Tripam has been hired as the third shift janitorial supervisor.

Mr. Jackson said that Student Affairs is looking for a recruiter.

Budget Planning / Faculty Salaries - Dr. Terhune and Henry Giles

Mr. Giles passed out a schedule for the Budget Planning sessions and noted that he would like to move the meeting originally scheduled for May 23, 2008 to May 30, 2008. The Council approved the change.

Dr. Terhune presented a plan that would allow SCC to increase faculty salaries, hire seven new full-time faculty members, and raise adjunct pay by ten percent. Dr. Terhune stated that if approved by the Council, he would take this plan to the Commission in an aggressive effort to increase SCC faculty salaries. The Council discussed the plan, including the proposed \$60.00 tuition increase and determined that an increase is necessary to attract and retain employees.

The President's Council voted unanimously to work with the Commission in the budget planning process to move faculty salaries to the state average for Technical/ Community College faculty, hire seven new faculty members, and increase adjunct pay as quickly as possible.

International Admission Procedure - Ron Jackson

Mr. Jackson presented an update to Procedure V-40.4 – Admission of International Students. Mr. Jackson stated that the update was prompted by national discussion about international students at community colleges. Mr. Jackson asked for feedback from the Council. Dr. Abell asked how many international students are currently enrolled at SCC and Mr. Jackson answered at least thirteen.

The Council approved the changes to Procedure V-40.4.

International Student Admissions Packet - Ron Jackson

Mr. Jackson asked for feedback on an information packet for international students that had been previously distributed to the President’s Council. The Council decided that the packet needs an editorial and stylistic review before being distributed.

Small Business Incubator Talking Paper - Lynn Dale

Ms. Dale presented an informational paper for people interested in the Small Business Incubator Program. Mr. Giles asked if guidelines to implement the program had been established and about the Small Business Incubator’s relationship to the Accelerated Business Center. The Council discussed the logistics and funding for the program and decided that Mr. Forrester and Ms. Dale should establish an operational budget and a fee structure to bring to the Council before releasing the informational paper.

Memorandum of Understanding for Spartanburg Community College LINK Program, “Learning Institute for Navigating Knowledge” - Lynn Dale

Ms. Dale stated that she was seeking approval for the LINK Memorandum of Understanding which she had previously distributed for review and had already received comments.

The Council approved the Memorandum of Understanding.

Operating Hours at Tyger River Campus - Lynn Dale

Increased requests from outside groups to use the Tyger River Campus on Friday afternoons and during the day on Saturday prompted Lynn Dale to ask the Council to consider opening the facility during those hours. The Council discussed the increased operational costs and the need to provide staff to answer the phones if these extended hours are advertised. The Council agreed that Ms. Dale will evaluate whether the buildings can be opened for extended hours within the operational budget.

Grad Day Update - Kelley Jones

Ms. Jones informed the Council that after reviewing the past two Grad Day events and speaking with a teen advisory council, it has been decided that the event was not attracting the intended audience of undecided high school seniors. Based on this information, this year's Grad Day has been cancelled. Students who had already registered for Grad Day have been offered individual campus tours as an alternative. SCC continues to make an effort to attract undecided high school seniors by mailing promotional letters and scheduling recruiting events at high schools and career centers.

Campus Calendar - Kelley Jones

Ms. Jones asked the President's Council members to identify the staff members in their areas who are responsible for updating events on the Portal calendar and to promote the use of the calendar. The Council discussed the calendar and decided that a reminder should come from the Marketing / PR department as well.

Trade Publications and Association Websites - Kelley Jones

Ms. Jones reminded the Council that the Marketing / PR Department is collecting the names of trade journals and association Web sites to include in a database. This information will be of assistance when sending out press releases and to ensure that links to our website are up-to-date.

The Council was asked to encourage faculty and staff to send this information to Tiffany Hughes.

Revision of Procedure IV-10.6 - Sherry Vaughn

Mrs. Vaughn reviewed the changes made to Procedure IV-10.6.

The Council approved the revisions.

Revision of Procedure IV-10.13 - Sherry Vaughn

Mrs. Vaughn reviewed the changes made to Procedure IV-10.13.

The Council approved the revisions.

Revision of Procedure IV-10.14 - Sherry Vaughn

Mrs. Vaughn reviewed the changes made to Procedure IV-10.14.

The Council approved the revisions.

Other

Dr. Terhune asked Mr. Forrester and Ms. Jones for a Legislative update. Mr. Forrester stated that \$744,000 was approved for the system wide Allied Health Initiative in the House and that he was waiting to hear from the Senate. The Enterprise Campus Bill has passed the House but is stalled in the Senate Education Committee. The Council discussed these bills.

Mrs. Vaughn said that she had been approached by USC Upstate to consider having SCC take over the "Achieve" program. The Council discussed the program and decided that SCC would not pursue further involvement.

Mr. Giles asked that the PC consider the proposed clarification for vehicle reimbursement guide at the next meeting.

The Council adjourned at 10:50 a.m. The next President's Council meeting will be held on Monday, March 31, 2008 at 9:00 a.m. in the Benjamin Snoddy Board Room.

Respectfully submitted,

Katie Gillespie