

PRESIDENT'S COUNCIL MINUTES

DATE: October 6, 2008 TIME: 9:00 a.m.

LOCATION: Dr. Benjamin Snoddy Board Room

PRESENT: Dr. Terhune, Dr. Pat Abell, Lynn Dale, Nancy Dickson, Henry Giles, Ron Jackson, Mike Forrester, Dr. David Just and Daryl Smith

ABSENT: Kelley Jones and Sherry Vaughn

GUEST: Cheri Anderson-Hucks for Kelley Jones

RECORDER: Lynn Camp

AGENDA ITEMS

Employee Update - Dr. Terhune

Mr. Jackson shared that Betty Hall has been hired to fill the Administrative Specialist position in Admissions, Brenda Grigg has been hired as a Counselor for Financial Aid, Julianne Britton has been hired in the Success Network and second interviews have been conducted for the recruiter position.

Dr. Just stated Corporate and Community Education has a position open for an administrative assistant and MTT Instructor.

Mr. Smith shared that the administrative assistant position for the Cherokee Business and Technology Center has been filled by Ms. Kellie Batchelor.

Mrs. Dickson shared that the SCC Foundation has a Development/Alumni Director position open.

Mrs. Anderson-Hucks shared that Marketing and Public Relations is currently interviewing applicants for the part-time administrative assistant position they have open.

Other Capital Funds

Dr. Terhune stated Mike Forrester sat in on a conference call from the State System Office on Friday, October 3, 2008 regarding state budget cuts.

Mr. Forrester shared that the State Technical College System received a request from the Governor's Office that all state agencies need to prepare a plan to cut budgets an additional ten percent. Dr. Terhune requested a budget meeting be held on Friday, October 10, 2008 at 8:30 a.m. to discuss how the college will comply with the Governor's request.

Upcoming Luncheons

Dr. Terhune shared potential dates for the legislative and county council luncheons:

Cherokee County Council and Legislative Luncheon – November 12, 2008

Spartanburg County Council and Legislative Luncheon – November 20, 2008

Lynn Camp will confirm these dates with their assistants.

Dr. Terhune discussed the option of hosting an employee drop-in instead of a luncheon in December due to budget cuts. The Council agreed.

Dr. Terhune asked for council members to submit all handouts and slides to Lynn Camp the Friday prior to Commission meetings. He stated all materials must be proofed thoroughly before submitting. Any changes to slides or handouts on the day of the meeting should be submitted to Lynn before 12 noon.

Procedure IV-10.21 Faculty Workload/Expectations/Requirements

In the absence of Mrs. Vaughn, Dr. Terhune distributed the procedure with recommended changes in wording that was requested at a previous meeting. The Council reviewed and accepted the changes made to the procedure. A copy of changes made is attached with the minutes.

Four-day Work Week

Discussion was held by the Council and was noted that a four-day work week would not help with state budget cuts. Spartanburg County has given the college funds to allow the college to stay open on Fridays. Dr. Terhune stated surveys conducted in the past indicated that most employees did not prefer the four-day work week.

Career Quest

Mrs. Anderson-Hucks stated Career Quest will be held at the Spartanburg Expo Center on Tuesday, October 21 from 4 – 8 p.m. She shared volunteers are still needed for the event and that individuals may contact Kelley Jones or Barbara Wilson for more information.

Dr. Terhune stated that this is a great opportunity for students and parents to learn more about local colleges and careers and that it is well attended each year. He encouraged Council members to attend.

Plant Fund

Mr. Giles shared the Plant Fund Budget for the 2008/09 fiscal year along with proposed projects for each campus. The Council discussed the projects and the budget and what items could be put on hold due to budget cuts. Dr. Terhune stated the Plant Fund budget will be reviewed more in the Budget Meeting scheduled for October 10.

Other

Mr. Giles distributed copies of the final audit report for the college.

Mr. Jackson stated the college was the first in the state to offer the CERT training which concluded Thursday, October 2, 2008.

Mr. Forrester announced the college will host the Higher Education Steering Study Committee on November 18 in the Tracy Gaines Auditorium. The Panel will consist of Dr. Terhune, Dr. John Stockwell, Chancellor of USC Upstate, and Dr. Betsy Fleming, President of Converse College.

Mrs. Dickson announced the SCC Foundation will hold its board meeting on Monday, October 13 at 12 noon in the Commissioners' Dining Room.

Dr. Just announced the Southern Textile Group will be on campus October 16, 2008.

Dr. Abell announced that the Leadership Spartanburg Alumni Association will host *Leadership Development Day* on Wednesday, October 29, 2008 from 10 – 1 pm. Cost for lunch is free to members; a guest is \$20. She stated interested individuals should contact Dr. Abell, Mr. Giles, Dr. Just, or Mr. Forrester.

Mrs. Dale announced that a Gateway to College announcement will be made on campus, October 9, 2008.

Dr. Terhune announced a Faculty/Staff meeting will be held October 27, 2008.

The Council adjourned at 11:20 a.m. The next President's Council meeting will be held on October 20, 2008 in the Benjamin Snoddy Board Room.

Respectfully submitted,

Lynn Camp