

EXECUTIVE COUNCIL MINUTES

Called to Order: Dr. Para Jones Meeting Date: November 15, 2011 Location: Snoddy Board Room Time: 9:00 – 11:00 a.m.

Members Present:

Dr. Para Jones Lynn Dale Ron Jackson
 Pat Abell Henry Giles
 Cheryl Cox Sam Hook

Members Absent:

Mike Forrester

Guests:

Rick Teal
 Cindy Bailey
 Ty Wright

Key: C – Completed IP – In Process I – Information Only							
Items Discussed	Discussion				Action and Recommendations	Status	Follow-Up
Opening Remarks	<ul style="list-style-type: none"> Opening Remarks – Dr. Jones <ul style="list-style-type: none"> Kimberly Fowler was approved by County Delegation as the new SCC Commissioner. Ms. Fowler’s application will now be submitted for Governor Haley’s approval. 					I	
Strategic Staffing Rick Teal and Cindy Bailey	Full-time and TGP’s: Academic Affairs Math Instructor Replacement 9 1/2/2012 Approved Temporary/Part-Time: Academic Affairs Advising Center Admin renewal 1/2/12 - 6/29/12 Approved Academic Advisors (3) renewal 1/2/12 - 6/29/12 Approved Humanities Admin renewal 1/2/12 - 6/30/12 Approved				4 Positions Approved	C	
Old Business	<ul style="list-style-type: none"> Review Commission Agenda – Dr. Jones <ul style="list-style-type: none"> The Commission agenda was approved as presented. 				Approved	C	
	<ul style="list-style-type: none"> Review December All-College Agenda – Dr. Jones <ul style="list-style-type: none"> December 2011 Topics: Operational Priorities – Pat Abell, 2012-2013 Academic Calendar – Lynn Dale and Ron Jackson, CCE Initiatives/Credit and Non-Credit Programs, AMTEC Update and Technical Scholars Program – Mike Forrester, Jeff Hunt, Kathy McKinzie (to be coordinated by Ty Wright) . Future Topic - CAPS – January 2012 – Cheryl Cox. 				Cheryl Cox to send an email to faculty-all to include a brief explanation of the 2012-2013 Calendar directing faculty members who have questions to follow up with Deans.	C	
	<ul style="list-style-type: none"> Revised Documents - Proposed Set Up for Registration Activities for Spring 2013, Summer 2013 and 2012-2013 Date Chart 11-1-11 – Ron Jackson <ul style="list-style-type: none"> Information to be tabled until the November 22nd EC meeting for further discussion with the Registration Committee regarding priority registration and scheduling purges. Lynn Dale to talk with Celia Bauss for a clear explanation of priority registration and with Piedmont Tech personnel regarding their process. Pat Abell to discuss the purge process with York Tech personnel. Pat to discuss programming, wait list, and late fee issues with Datatel personnel. Information to be forwarded to Ron Jackson and Lynn Dale for reporting to EC November 22nd. 				Agenda Item for November 22 nd EC meeting. Ron Jackson to bring College wide calendar to 11/22 EC meeting. Academic Calendar to be	IP	

	<ul style="list-style-type: none"> ➤ A College wide calendar with reminders will be available on the portal soon. ➤ Ron Jackson and Nancy Garmroth to check with NETC personnel to find out if FAS process has reduced their purge numbers. ➤ Henry Giles to provide information regarding bad debt write off. 	finalized November 22 nd .		
	<ul style="list-style-type: none"> • <u>Finalize A. Wade Martin Innovator of the Year Award – Dr. Jones (Nomination due 12/12)</u> ➤ June West is the nominee for the 2011 A. Wade Martin Innovator of the Year Award. ➤ For consistency and going forward, Cheryl Cox recommended forming a team to write all nominations. Marcia Schenck, June West’s supervisor, is to write a nomination report to be forwarded to Cheri Anderson-Hucks for editing. 		C	
	<ul style="list-style-type: none"> • <u>EMSI Tool – Effective Use on SCC Campus – Pat Abell</u> ➤ David Williams provided the following answers to questions EC members asked in the November 8th EC meeting. The program dashboards should be very easy to implement. In addition to the dashboards, SCC will receive 25 total user slots and customized mapping for all programs offered at the college. The cost for these upgrades will be \$4,000, and will increase SCC's annual renewal from \$7,250 to \$11,250. ➤ Training is to be scheduled with Mr. Williams. The format will be very similar to the webinar presented to EC members November 8th. Training for a number of new users may be better scheduled in several sessions. 		IP	
	<ul style="list-style-type: none"> • <u>Datatel Update – Pat Abell</u> ➤ The Project Status Report shows the stage of completion for activities with targeted dates for completion. The new portal is in use with some problems reported. A meeting (conference call) with Datatel personnel is scheduled November 16th to discuss issues and concerns. Printing reports is still a major issue with all campuses. 		I	
New Business	<ul style="list-style-type: none"> • <u>PRO V-30 6 Satisfactory Academic Progress (SAP) for Financial Aid Applicants/Recipients - Ron Jackson</u> ➤ EC discussed and approved with suggested revisions. 	Approved	C	
	<ul style="list-style-type: none"> • <u>Good of order</u> ➤ Henry Giles asked for clarification of College closing for the Thanksgiving Holidays. The College will close at 5:00 p.m. Wednesday before Thanksgiving and re-open 7:30 a.m. November 28th. ➤ Information regarding Thanksgiving Holiday closing and opening schedule is omitted from the Student Planner. 	Lynn Dale to communicate omission of information to Cheri Anderson-Hucks . Information to be posted on portal and website.	I	
	The Executive Council Meeting adjourned at 11:20 a.m. Minutes Respectfully Submitted by: <i>Geraldine Makaffey</i>			