

EXECUTIVE COUNCIL MINUTES

Called to Order: Henry Giles

Meeting Date: January 3, 2017

Location: Snoddy Board Room

Time: 9:00am

Members Present:

Henry Giles
 Cheryl Cox
 Ron Jackson
 Ray Switzer
 Mike Forrester

Absent:

Guests:

Elena Rush
 Celia Bauss

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 – Henry Giles <ul style="list-style-type: none"> ➤ I hope everyone had a good Christmas and 2 week break. 			
	<ul style="list-style-type: none"> • Grants Report – Elena Rush <ul style="list-style-type: none"> ➤ The grants report in your portfolio is the one that was presented in November. There are a couple of quick updates. We are waiting and trying to get the USDA to issue our grant award on our formal and both signatory to receive the signatures for the grants for the CBED furnishings. The pending grant from the Appalachian Regional Commission, we heard from the Department of Commerce that we are not being invited to submit an application on that. Elena brought a copy of the 2017 grant calendar of events and what they have coming up. This is the way she keeps up with deadlines. Our new employee started yesterday. We are completing our Title III eligibility check which is due next Monday. We have been asked to participate in the mentor connect grant which is for the National Science Foundation Advanced Technical Education program. For the next year we will be working with a mentor from Collin College in Dallas. Elena has the Strengthening Institutions grant back on the calendar. We need to update our policies and procedures for grants. Mr. Giles would like to see the list about the ARC grant. ➤ Mr. Giles states the foundation is involved in 3 projects; one is the horticulture project to install a putting green in front of the Gains building, which will be a project for the students in the spring. March 23rd Linda Cobb has an event here. They will be conducting a seminar for people who like to garden. The Economic Visions Project, which is the idea of recognizing businesses that are important to the Cherokee, Union and Spartanburg Counties. This will take place on March 30th. We have sent out letters to businesses encouraging their nomination. We will need to follow up to remind them, there is a deadline of January 31 for the final and there is another for January 27th. 		I	

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	<ul style="list-style-type: none"> • Possible Deletion Date Changes – Ron Jackson – Celia Bauss ➤ It appears that the issues have to deal with roster management and the late fee. Ron Jackson invited Celia Bauss to answer questions. ➤ Celia Bauss – The registration committee met in September and we resolved everything except the deletion dates. Some of the faculty on the committee is interested in seeing if we could move the deletion date a little earlier. Most all of the committee members felt the deletion date should be connected to the late fee. We could try and process a Monday and Thursday purge in the fall. Schedule changes are on Monday's and Tuesday's of the first week of class. Mr. Giles is concerned that the late purges will skew our revenue. It seems that if we do not conduct a purge before classes start, it will be a delay for us to make a projection as far as revenue. The first deletion will be on Wednesday, July 26th, August 6th and Monday, August 7th. The late fee will be on Friday, August 11th. ➤ There has been a decision to conduct 3 purges. ➤ For summer the registration committee suggested changing the deletion date to Wednesday, May 9th instead of Thursday, May 10th. On May 9th arena registration will begin on the main campus. The last purge for each registration, the late fee will apply. 		I	
	<ul style="list-style-type: none"> • Student Referral Process – Ron Jackson • Refer to Handouts: ➤ As you all know we have hired a counselor to aid in academic achievement. We are presenting a process for referrals to ensure Natasha Inlow receives counseling referrals and not disciplinary referrals. In addition to the process we also modified the referral form. The changes are highlighted in yellow. Every aspect can be addressed on this one form. The communication aspect is what the faculty were concerned about. ➤ We are working to get this information out to the faculty prior to the beginning of the academic term. ➤ Mr. Giles asked if anyone sees anything that needs to be modified? ➤ Mr. Giles states that we are ready for implementation to faculty/staff. 		I	
	<ul style="list-style-type: none"> • Sustainable Agriculture/Certified Nursing Assistant Programs – Cheryl Cox ➤ We have 2 new programs. We would like to present to the Commission as soon as possible. We are still in the beginning stages concerning the Sustainable Agriculture with making decisions about the land or where it will be located. There are physical and financial aspects that need to take place before it happens. ➤ Students are not completing the Patient Care Technician program because they do not need the phlebotomy or EKG portion of it to find a job. That is why we are proposing to start a Certified Nursing Assistant program. We will continue to offer the Patient Care Technician program for those who are interested. Dr. Cox will need to bring a proposal for these programs to the next EC meeting. 	Carry Forward		
	<ul style="list-style-type: none"> • All College Meeting Dates – Henry Giles ➤ Last year we attempted to have 2 meetings per term. We will not make a decision on the meeting dates for the year. We will have a meeting on January 27, 2017. Please start sending items to Betty immediately for that agenda. 			
	<ul style="list-style-type: none"> • Other Discussion: 		I	

	<ul style="list-style-type: none">• Mr. Giles feels good about the Cherokee County Technology Center project.			
	<p>The Executive Council Meeting adjourned at 10:32 am</p> <p>Minutes Respectfully Submitted by:</p> <p><i>Betty Hall</i></p>			

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