

EXECUTIVE COUNCIL MINUTES

Called to Order: Henry Giles

Meeting Date: February 7, 2017

Location: Snoddy Board Room

Time: 9:00pm

Members Present:

Henry Giles
 Ron Jackson
 Ray Switzer
 Cheryl Cox

Absent:

Mike Forrester

Guests:

Elena Rush
Rick Teal
Mary Whitener

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 ➤ ➤ 		I	
	<ul style="list-style-type: none"> • Proposed Compensation Changes – Rick Teal, Mary Whitener ➤ The temporary part time compensation plan was approved by the Commission in November. We made the change in January to reflect the 3.25%. The first focus is the Trio tutors. We are proposing to change the TRIO portion of the pay scale to reflect 2015-2016 rates same pay scale as last year. Everyone approves. ➤ The library specialist and the librarians pay scale. Mark Roseveare and Katherine Stiwinter suggested these positions be separate. ➤ CCE requested the approval to use the 2015-2016 pay scale ➤ Mr. Giles states that he is ok with this. Hearing no opposition, we will consider this approved. 		I	
	<ul style="list-style-type: none"> • Performance on Strategic Measures – Jay Jackson, Cheryl Cox • Refer to handouts: ➤ These are the results for our Strategic Measures for 2016-2017. The section in blue we must report for performance funding. They made an adjustment 2 years ago to use the year behind 2015-2016, but they may use our 2016-2017. We are above our benchmarks for 2015-2016- and 2016-2017. The numbers in green under SCC Previous are our numbers for 2015-2016. 		I	
	<ul style="list-style-type: none"> • Operational Priorities- Jay Jackson • Refer to handouts: 	Carry Forward to the next EC meeting.		

February 7, 2017

	<ul style="list-style-type: none"> ➤ We need to start looking in advance for 2017-2018 Operational Priorities. 			
	<ul style="list-style-type: none"> • Review February Commission Agenda – Henry Giles ➤ Guest appearance – Business faculty to speak about their re- location (possibly – Renee Trammel) ➤ New Business – Delegation Recommended Appointments to the Commission ➤ Graduation – May 4, 2017. Ms. Sky Foster will be the speaker for graduation. Rabbi Yossi Liebowitz is the Invoker. ➤ Administration – Financial report ➤ Human Resources – Compensation Changes – Rick Teal ➤ Physical Plant Report – Ray Switzer ➤ FY 17-18 County Budget – Ray Switzer ➤ Announcements 			
	<ul style="list-style-type: none"> • All College Meeting Dates – Henry Giles ➤ Mr. Giles asked if anyone has agenda items that need to be presented at a February All College meeting? No one had anything. This was originally published and we decided we were not going to have All College Meetings every month. If we are not having them every month, which months do we need to have the meetings. ➤ March 31st will be the next All College Meeting 		I	
	<ul style="list-style-type: none"> • Scholarship Advisory Committee-Review of Draft Changes – Henry Giles • Refer to handouts: ➤ This is a Commission of Higher Education advisory committee. They are reviewing changes to CHE’s guidelines for financial aid. We have a survey that needs to be complete that we need to respond to. Mr. Giles states this appears to be a restructuring of Lottery Tuition Assistance funds, raises academic credentialing of students for Life and Hope scholarships and recommending possible changes to the ten-point grading scale. Therefor more people will be eligible to have full scholarships to go to a 4-year institution which is potentially taking enrollment away from us. They are proposing higher level of funding for those who will be attending 4 year institutions with an increase in the student’s annual scholarship amounts. It is an effective shift of money to the Universities. Mr. Giles sees this as a major problem. ➤ Ron Jackson – States that we add at least 3 more voices from the Tech system to create some level of equity to voice our concerns. If this is approved, it will drive our enrollment down drastically. They are requesting an initial survey response by tomorrow. ➤ Ron Jackson will email a complete package to all of EC 		I	
	<ul style="list-style-type: none"> • SCATCC 2017 Award Nominees – Cheryl Cox • We have one nominee from each division. This is the new Outstanding Faculty Award for the South Carolina Association of Trustees and Community Colleges. • Refer to Handouts: ➤ Belinda Chastain ➤ Jeff Crisp ➤ Sarah Kitts ➤ These are the 3 nominees. ➤ Belinda Chastain will be our first nominee. Everyone agrees. 		I	

	<ul style="list-style-type: none"> • Vacant Positions Update – Ray Switzer • Refer to handout: ➤ We have a couple of positions in green that are needing to be filled. A building and grounds person for Union, Math Instructor. Positions since the 2016/2017 budget EMT instructor, Mechatronics instructor, Administrative Specialist for Book Inn and Executive Director of Foundation. ➤ We will need to discuss what our plans are for the five positions that are becoming vacant in April and May and determine if they are approved to fill. 	Rick Teal may need to send out updated information about Terry employees.	I	
	<ul style="list-style-type: none"> • Grants Update – Elena Rush ➤ We have six new applications in process. 		I	
	<ul style="list-style-type: none"> • Gainful Employment Update – Ron Jackson • Refer to handout: ➤ There is a requirement in the 2017 template that institutions must alert prospective students by a separate document about gainful employment programs before they enroll, complete registration or make a financial commitment to the institution. This needs to take place by April 3, 2017. The question is how do we notify this group of people. ➤ We will need to have some type of alert when an application comes in for one of these programs so we will know to send the information. There will need to be an automatic trigger that shows when a student changes to one of gainful employment programs. We are proposing to have a meeting of the Stakeholders Admissions, IT, Student Records and financial aid to discuss how we can make this work. 		I	
	<ul style="list-style-type: none"> • PRO VI-290.1 Overtime Compensation – Ray Switzer 	Approved		
	<ul style="list-style-type: none"> • PRO VI-400.1 Faculty & Staff Development – Ray Switzer 	Approved		
	<ul style="list-style-type: none"> • Other Discussion: ➤ Mr. Giles had to step out, he was experiencing problems with his calendar. ➤ Elena Rush – The Foundation & Grants move from the 2nd floor to the 1st floor of the Student Service building is complete. ➤ Rick Teal – We have found a speaker for the Fall Semester Kick off. ➤ Henry Giles – We are doing interviews this afternoon for the Foundation Director. ➤ Cheryl Cox- SCTEA - We will be doing process improvement training. ➤ Ron Jackson handed out a first time freshman report from 2013 - 2016 ➤ Elena Rush - Current grants: The Still Case Active Learning Center Grant is due Friday. We are working with Jason Ford and the Math department - \$65,000 to furnish an active learning classroom. The Wow Symposium grant is due next Monday. Judy Sieg would like for Elena to apply to the South Carolina Humanities Council for \$3000. It would have to have a 100% match. Dominion Gas Utility – Mike Forrester sent Elena this. They have grant funds for Environmental Education programs. Woodland garden project. Ray Switzer states we need some major money for the stream renovation on campus. There is severe erosion. USDA – Sustainable Agriculture Program \$150,000. National Science Foundation grant - \$200,000. Title III Grant for strengthening institutions. Gwinn is doing a great job. 		I	
	The Executive Council Meeting adjourned at 11:33am			

	<p>Minutes Respectfully Submitted by:</p> <p><i>Betty Hall</i></p>			
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February 7, 2017