

## EXECUTIVE COUNCIL MINUTES

Called to Order: Henry Giles

Meeting Date: April 11, 2017

Location: Snoddy Board Room

Time: 9:00pm

**Members Present:**

Henry Giles  
 Ron Jackson  
 Ray Switzer  
 Cheryl Cox  
 Bea Smith

**Absent:**

Mike Forrester

**Guests:**

Lynn Dale  
 Anya Sebastien  
 Patricia Jones  
 Reggie Browning  
 Tina Reid

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"> <li>• <b>Opening Remarks – Henry Giles</b> <ul style="list-style-type: none"> <li>➤ Good morning everyone, I hope you are doing well and had a good weekend.</li> <li>➤ We are going to move tuition and fees to the top of the agenda.</li> </ul> </li> </ul>		I	
	<ul style="list-style-type: none"> <li>• <b>Grant Activities – Bea Smith</b></li> <li>• <b>Refer to handout:</b> <ul style="list-style-type: none"> <li>➤ There are two request that need approval. AmeriCorps-Financial Stability Navigator – Judy Sieg will be the contact person. This grant aligns with Strategic Goal 2. Grant funds are anticipated to b \$5133 and SCC will provide \$1500 in match, supervision and office facilities. – We will tentatively approve with the idea that if we do not receive adequate information that we will withdraw it.</li> <li>➤ John M. Belk Endowment local planning grant – This will provide the College with a \$5,000 planning grant to align Transportation, Distribution and Logistics educational and training programs with industry needs. Both of these are due on Thursday.</li> <li>➤ We are hosting Elena Rush a retirement celebration on Friday.</li> </ul> </li> </ul>	Cheryl Cox will touch base with Judy Sieg for additional information.	I	
	<ul style="list-style-type: none"> <li>• <b>Review April Commission Agenda – Henry Giles</b> <ul style="list-style-type: none"> <li>➤ Guest Appearance – Farm to Table – Jason Bagwell</li> <li>➤ Summary of Economic Visionaries – Bea Smith</li> <li>➤ Communication – appoint nominating committee</li> <li>➤ Policy 50 Student Code Addendum</li> <li>➤ We need to take off Bad Debt Write- Offs</li> <li>➤ Financial report – Reggie Browning</li> <li>➤ 2017 – 2018 Tuition and Fee Proposal</li> <li>➤ Does anyone have other agenda items - No</li> </ul> </li> </ul>		IP	
	<ul style="list-style-type: none"> <li>• <b>Review April All College Agenda – Henry Giles</b> <ul style="list-style-type: none"> <li>➤ Refer to handout:</li> <li>➤ Possibly – Faculty Senate</li> </ul> </li> </ul>	Cheryl Cox will ask Terese Ricard if she has any information to	I	

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	<ul style="list-style-type: none"> <li>➤ Think about it and let us know if you have any agenda items.</li> </ul>	present at the All College meeting.		
	<ul style="list-style-type: none"> <li>• <b>Liaison for SCTEA – Henry Giles</b></li> <li>➤ June West is not going to be our SCTEA liaison next year. We need to figure out how we want to make this opportunity available to those on campus. There is a time commitment along with the position and the conference. We need to decide how long a term would be. June gave a good outline of activity she would do monthly.</li> </ul>	Look up that information and the outline. Betty Hall – We will send that out.	I	
	<ul style="list-style-type: none"> <li>• <b>Leadership Spartanburg – Henry Giles</b></li> <li>➤ If we are going to nominate someone for Leadership Spartanburg we need to select a nominee asap. Rick Teal should have a list of all that has participated in Leadership Spartanburg.</li> </ul>	Carry forward to the next EC meeting.		
	<ul style="list-style-type: none"> <li>• <b>2017-18 Tuition &amp; Fees Recommendations - Ray Switzer</b></li> <li>• <b>Refer to handouts:</b></li> <li>➤ We had 9 members to participate in the tuition and fees process from different areas of the College. There are different elements to this tuition and fee proposal. The first element is the tuition increase proposal. We would increase from \$175.00 per credit hour to \$181.00 per credit hour. Budget impact would be \$540,917. Handouts with information comparing sister college updates were given.</li> <li>• <b>Tuition Increase Proposal:</b></li> <li>➤ <b>Recommendation:</b> The Tuition and Fees Committee recommends an across the board 3.0% tuition increase considering the HEPI, County and State funding level constraints, the College's escalating operating expenses, the college's need to expand program offerings, and to increase faculty from part-time to full-time status.</li> <li>• <b>Lab Fees Proposal – \$15.00 lab fee has not been increased in 6 years. EMS, Nursing, Radiology – To increase from \$15.00 to \$30.00 standard lab course. Higher lab cost programs would increase to \$45.00.</b></li> <li>➤ <b>Recommendation:</b> The Committee recommends increasing the current \$15 lab fee to \$30 per standard lab course. For those identified programs with considerably higher lab costs (above), the lab fee rate would be \$45 per lab course. The estimated additional revenue that would be generated is \$143,910.</li> <li>• <b>Refund Periods/Percentages Proposal – We are proposing going to the 100% refund proposal.</b></li> <li>➤ <b>Recommendation:</b> The Tuition and Fees Committee recommends that the College go to the 100% only refund period starting in the 2017-18 Academic Year.</li> <li>• <b>Convenience Fee Proposal – We are proposing eliminating that fee.</b></li> <li>➤ <b>Recommendation:</b> The Tuition and Fees Committee recommends that the College consider the other Committee recommendations to increase revenue and eliminate the \$15 fee on credit/debit transactions for the 2017-18 Academic Year.</li> <li>➤ The total impact would be: \$726, 706.</li> <li>➤ This is what the committee has been working on and we plan to take these proposals to Facilities and Finance tomorrow. Joe Morrison and Jeff Hunt were a part of this committee as well.</li> <li>➤ Mr. Giles agrees with all but the lab fee proposal.</li> </ul>		I	
	<ul style="list-style-type: none"> <li>• <b>Open Positions – Cheryl Cox</b></li> </ul>		I	

	<ul style="list-style-type: none"> <li>Cheryl Cox was looking at some empty positions. One position is the Academic Director for Technology and Training/Math Instructor. It is a nine-month position and we would like to refill this position. The other recommendation was to look for a nurse to take Lori Jolley's place. The next position is an MTT instructor for Swofford. The last faculty slot is for Mechatronics; this would fill the slot that Betsy Maynard is vacating. It is a nine-month position. The last position is refilling the position where Sylvia Johnson is retiring. We will release these positions to start filling. These are refilling positions under this year's budget.</li> </ul>			
	<p>The Executive Council Meeting adjourned at 10:31am</p> <p>Minutes Respectfully Submitted by:</p> <p><i>Betty Hall</i></p>			