

## EXECUTIVE COUNCIL MINUTES

Called to Order: Henry Giles

Meeting Date: August 1, 2017

Location: Snoddy Board Room

Time: 9:00pm

**Members Present:**

Henry Giles  
Ray Switzer  
Cheryl Cox  
Mike Forrester  
Ron Jackson

**Absent:**

**Guests:**

Key: C – Completed IP – In Process I – Information Only				
Items Discussed	Discussion	Action and Recommendations	Status	Follow-Up
<b>Opening Remarks</b>	<ul style="list-style-type: none"> <li>• <b>Opening Remarks – Henry Giles</b> <ul style="list-style-type: none"> <li>➤ Mr. Giles and Mike Forrester must leave at 10am this morning to visit the Cherokee Campus. Congressman Ralph Norman will be making an appearance. If anyone else is interested in going please let Mr. Giles know.</li> <li>➤ Registration is right around the corner, classes start on August 14<sup>th</sup> and we have Solar Eclipse on August 21<sup>st</sup>.</li> </ul> </li> </ul>	Check into ordering SCC solar eclipse shades for the students.	I	
	<ul style="list-style-type: none"> <li>• <b>Fall Semester Kick Off Meeting (08/25/2017) – Henry Giles</b> <ul style="list-style-type: none"> <li>➤ Faculty Workshop – Teaching Today's Learners – Mark Taylor 9am-10:30am</li> <li>➤ All College Meeting – 11am</li> <li>➤ Guest speaker – Mark Taylor</li> <li>➤ Presidents Welcome</li> <li>➤ Welcome new employees</li> <li>➤ Shout outs</li> <li>➤ State of the College Report</li> <li>➤ Call Me Mister – Fredrick Keenan</li> <li>➤ Budget Update/Facility Plans – Ray Switzer</li> <li>➤ Active Calendar – Jane Bird</li> <li>➤ Mr. Giles states it is important for all or most faculty/staff to attend. He realizes that some offices may not be able to close, but they can operate a skeleton crew. Please manage your areas appropriately. There is something about comradery and spending social time with faculty/staff besides business as usual. Betty and Geraldine are working to gather information in order for those who must work to receive a meal or voucher for those to get something to eat and have that same benefit as everyone else. We need a good attendance.</li> </ul> </li> </ul>	Check on allowing the SCC videos and commercials run while people are arriving.	I	
	<ul style="list-style-type: none"> <li>• <b>Review August Commission Agenda – Henry Giles</b> <ul style="list-style-type: none"> <li>➤ Guest Appearance – Student Food Availability Survey, UW Grant (Americore Grant) – Ron Jackson, Judy Sieg – Retirement Announcement</li> <li>➤ Add One SCC Campaign – Bea Smith</li> </ul> </li> </ul>		I	

August 1, 2017

	<ul style="list-style-type: none"> <li>➤ Process Control Program – Remove Dr. Cox – She will let you know who will replace her</li> <li>➤ Commission Minutes</li> <li>➤ Presidents Report – State Legislative Proposal</li> <li>➤ New CBED Name and Promotional Video – Mike Forrester</li> <li>➤ Active Calendar – Jane Bird</li> <li>➤ Under New Business – 2 additional policies</li> <li>➤ Approval of 2017 – 2018 College Budget</li> <li>➤ Financial Report</li> <li>➤ Year End Budget Summary</li> <li>➤ Year End Plant Fund Report</li> <li>➤ Is there anything else for this agenda? No, If something comes up let Mr. Giles, Geraldine or Betty know.</li> </ul>			
	<ul style="list-style-type: none"> <li>• <b>Potential Bank of America Liaison – Ray Switzer</b></li> <li>• This came through Pam Sutphin who was contacted from Jerome Long from Bank of America. Would we be interested in having a liaison to offer banking to the students? We could set this up during registration. Mr. Giles states yes, we could work with them on advertising times they would be on campus. This would come out of recruiting, or marketing. Ask Reggie Browning to begin working with them as interim eventually we will turn it over to a long term contact in Student Life.</li> </ul>		I	
	<ul style="list-style-type: none"> <li>• <b>2017-18 Plant Funds Projects List – Ray Switzer</b></li> <li>• <b>Refer to handouts:</b></li> <li>➤ This is the latest compilation of plant fund projects. The list is very long. We have several millions of dollars of request. These are in priority order. We must look at this list and narrow it down to projects that we will be able to accomplish.</li> </ul>		I	
	<ul style="list-style-type: none"> <li>• <b>Registration Time Schedules for 2018/2019 – Ron Jackson</b></li> <li>• <b>Refer to handouts:</b></li> <li>➤ The only major change is one deletion date and the late fee would be applied Thursday of the same week.</li> </ul>		I	
	<ul style="list-style-type: none"> <li>• <b>Emsi – Ron Jackson</b></li> <li>• A letter from Emsi was sent out about a new software product that we have access to called Career Coach Resume Challenge. They are offering a dollar for each resume posted on this site. We also have STEM Premiere that has the same basic function but this starts with 9<sup>th</sup> graders. Ron Jackson states this would serve as a job board which we already have in College Central. If it works the way everyone thinks it should, companies will use it to help find employees and will be an incentive for our graduates to keep their information current.</li> <li>• Emsi – has less interest to us than STEM Premier. In our current situation this is redundant, this may change a year from now.</li> </ul>		I	
	<ul style="list-style-type: none"> <li>• <b>Recommended Dates for early close – Cheryl Cox</b></li> <li>• <b>Refer to handout:</b></li> <li>➤ These are updates from last year and should be consistent.</li> <li>➤ Does everyone approve? Yes</li> </ul>		I	

	<ul style="list-style-type: none"> <li>• <b>POL VI-380 Ethics Requirements for Employees and Public Officials – Ray Switzer</b></li> </ul>	Approved	C	
	<ul style="list-style-type: none"> <li>• <b>PRO VI-380.1 Ethics Requirements for Employees and Public Officials – Ray Switzer</b></li> </ul>	Approved with change	C	
	<ul style="list-style-type: none"> <li>• <b>POL V-30 Student Financial Assistance – Ron Jackson</b></li> </ul>	Approved	C	
	<ul style="list-style-type: none"> <li>• <b>PRO V-30.15 Unusual Enrollment History – Ron Jackson</b></li> </ul>	Carry Forward – Next meeting for further clarification COD and NSLDS and all of the acronyms will be defined	IP	
	<ul style="list-style-type: none"> <li>• <b>Other Discussion:</b> <ul style="list-style-type: none"> <li>➤ Henry Giles – Would like for you to review these accomplishments and inform him if he has left out anything significant or if there is something that needs to be removed. Turn it in today or tomorrow.</li> <li>➤ Bea Smith – Ron Jackson and Bea Smith have been working on implementing several applications to make available for our students to complete and turn in.</li> <li>➤ Cheryl Cox – met with Shawn Wagner from Michelin. Our target date to start the first cohort is January. We will be working on a marketing and recruiting plan and building the curriculum. They will not need financial aid.</li> <li>➤ Our class schedule – We start August 14<sup>th</sup> most of the school districts are starting August 17<sup>th</sup>.</li> <li>➤ Mr. Giles states - have a good day.</li> </ul> </li> </ul>		I	
	<p>The Executive Council Meeting adjourned at 9:54am</p> <p>Minutes Respectfully Submitted by:</p> <p><i>Betty Hall</i></p>			