

## EXECUTIVE COUNCIL MINUTES

Called to Order: Henry Giles

Meeting Date: September 12, 2017

Location: Snoddy Board Room

Time: 9:00am

**Members Present:**

Henry Giles  
Ray Switzer  
Cheryl Cox  
Ron Jackson  
Bea Smith

**Absent:**

Mike Forrester

**Guests:**

Cheri Anderson-Hucks

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>➤ Mike Forrester will not be in today.</li> <li>➤ Spartanburg was spared from the major damage of the storm.</li> </ul> </li> </ul>		I	
	<ul style="list-style-type: none"> <li>• <b>Review of All College Meeting Dates – Henry Giles</b></li> <li>• <b>Refer to handout:</b> <ul style="list-style-type: none"> <li>➤ September 2017 – No meeting</li> <li>➤ October 2017 – No meeting</li> <li>➤ November 2017 – 11/10/2017 meeting</li> <li>➤ December 2017 – No meeting</li> <li>➤ January 2018 – 1/26/2018 meeting</li> <li>➤ February 2018 – No meeting</li> <li>➤ March 2018 – 3/30/2018 meeting</li> </ul> </li> </ul>		I	
	<ul style="list-style-type: none"> <li>• <b>2018 – 2019 Academic Calendar – Cheryl Cox</b> <ul style="list-style-type: none"> <li>➤ The term starts on January 9<sup>th</sup> instead of January 14<sup>th</sup>.</li> <li>➤ If the rule exist it gives us the option of starting classes on January 9<sup>th</sup> or 14<sup>th</sup>. The current calendar states that classes will start on January 14<sup>th</sup>.</li> </ul> </li> </ul>	The rule is: The term has to end before May 1 <sup>st</sup> . Dr. Cox will find out where this rule originates. Carry forward to the next EC meeting.		
	<ul style="list-style-type: none"> <li>• <b>Death of a Student Procedure V-40.9 – Cheryl Cox</b> <ul style="list-style-type: none"> <li>➤ Mark Roseveare - In 2005 the library started buying books in memory of deceased students. Do we want to continue this? We would continue to send condolences, but there would need to be a change in the policy.</li> <li>➤ This has been given to Ron Jackson to come back with changes.</li> </ul> </li> </ul>	Carry Forward		
	<ul style="list-style-type: none"> <li>• <b>Proposals for 2018 Graduation – Ron Jackson</b> <ul style="list-style-type: none"> <li>➤ Most of the college’s do not have a separate fee for graduation. Some have a fee for cap and gown.</li> </ul> </li> </ul>	Carry forward cap and gown graduation fees.	IP	

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	<ul style="list-style-type: none"> <li>➤ The ticket system would be a good option for us. 6 tickets per family – Mr. Giles asks does everyone agree - Yes</li> <li>➤ The dual entry line march in, we will continue to look into.</li> <li>➤ Staff would possibly be in the isles to turn people around if leaving early.</li> <li>➤ We will still need to decide if we are going to charge an additional fee for graduation. Mr. Giles would be concerned if this would deter some students from participating in graduation and we would have to redefine what our enrollment fee covers.</li> </ul>			
	<ul style="list-style-type: none"> <li>• <b>Review September Commission Agenda – Henry Giles</b></li> <li>➤ Guest Appearance – Mr. Ben Kochenower Cline Brandt &amp; Kochenower &amp; Co., CPAs</li> <li>➤ Internal Audit program – Ray Switzer and Cassandra Meadows</li> <li>➤ Commission Minutes</li> <li>➤ President’s Report – Spark Video</li> <li>➤ New Business – Enterprise Campus Approval Authority – Ray Switzer</li> <li>➤ Financial Report – Reggie Browning</li> <li>➤ Plant Fund Report – Ray Switzer</li> <li>➤ Possible Executive Session – Property matter – Not right now keep in Facilities/Finance</li> <li>➤ Announcements</li> <li>➤ Mr. Giles asked does anyone have any other items for the Commission Agenda.</li> </ul>		IP	
	<ul style="list-style-type: none"> <li>• <b>Other Discussion:</b></li> <li>➤ <b>Ron Jackson</b> – Slow hire – Career Services and a position in Records we are requesting to fill. Mr. Giles needs to talk to each one individually about staffing. We will need to discuss before we open up positions.</li> <li>➤ <b>Mr. Giles</b> – Congressman Ralph Norman will be at the Evans Campus Friday at 8:50am for a brief tour. Reggie Wilburn has provided an outline.</li> <li>➤ October 3, 2017 we have five people from Milliken. Harold Chandler-CEO, Paul Pruitt-Human Services, Chip Winter- Sr. Vice President of Manufacturing, Greg Hydendack-Vice President for Human Resources and Thad Gregory- Manufacturing Human Resources are the group of people visiting. We will have Vice Presidents and Presidents of Milliken will be here for a tour of the campus. Mr. Giles would like to go through the Manufacturing area - Orientation to the College – October 3<sup>rd</sup>.</li> <li>➤ November 29, 2017 BMW will have their Executive Staff here for an abbreviated tour. Sky Foster will be here at 10:30am this morning.</li> <li>➤ We have 15 current students and 15 students that could return under DACA regulations. As of now we will continue as we have been because we have not received any official notifications.</li> <li>➤ Reggie Browning sent out year-end closeout budget summaries.</li> <li>➤ We received \$47M from the state LTA funds.</li> <li>➤ We have a President’s meeting this week.</li> </ul>		I	
	The Executive Council Meeting adjourned at 10:14 am			

	Minutes Respectfully Submitted by:  <i>Betty Hall</i>			
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