

LEADERS' MEETING

MINUTES

DATE: July 25, 2007 TIME: 11:00 a.m.

LOCATION: Conference Room 120 – Student Services Building

PRESENT: Ron Jackson, Celia Bauss, Nancy Garmroth, Kathy McKinzie,
Leila McKinney, Erin Watkins, Bob Day

GUEST: Keshia Jackson

RECORDER: Debbie Henderson

Keshia Jackson

Ms. Jackson shared information regarding recruiting at Westgate Mall. A cart will be set up at Westgate Mall for recruiting purposes July 27th – August 12th. The cart will be manned by faculty/staff/student ambassadors during the hours of 11:00 a.m. – 3:00 p.m. Monday - Thursday and 11:00 a.m. – 6:00 p.m. Friday - Saturday. Information cards will be completed by interested individuals and from these cards, door prizes/scholarships/book vouchers will be presented to the winners.

Ron Jackson

- New look for ID cards – year will be included on the student ID and the card will be vertical instead of horizontal.
- High School Task Force Recruiting Committee will be involved more in the capacity of an Advisory Committee; however, they will continue to be involved in: Career Quest, GRAD Day, and the Student Ambassador Program.
- Policy 80 – Solicitation and Distribution - revised and approved by the President's Council.
- Strategic Plan is being finalized and an updated copy should be received very soon.
- New compensation plan for temporary employees will be effective August 6th. All contracts should reflect the changes.
- Enrollment – Applicant Report is up 15% (261 more applications) over same time last year. 1,883 applicants have applied but have not been accepted – need to get these individuals accepted. Mr. Jackson would like to resurrect lists from previous terms.
- This morning at 10:00 a.m., the automated call system went into effect. Calls were made to students who have registered but not paid.
- Between now and the beginning of Fall Term, we will conduct a 1-3-5. This is identifying every business within a one, three or five mile radius of the College

and making some form of contact with them to let them know what SCC has to offer. This project will be institution-wide.

Erin Watkins

- Success Network Retreat will be held July 31, 2007.
- Higher Education Act is up for re-authorization. Tuesday, July 24th, the re-authorization passed the Senate; however, it has not gone through the House yet. Once it goes through the House, is approved and the bill is the same on both sides, the President will vote on it.
- Success Network is re-vamping evaluation policies and procedures.
- Success Network is working on tutor recruitment for Fall Semester. Anyone having any student recommendations should contact Success Network.
- Success Network students will tour UNC-Charlotte and the Museum of History on Monday, July 30th.

Nancy Garmroth

- Preparation is underway to run Satisfactory Progress after summer grades are in.
- Exit counseling for students who are graduating
- Two new programs that have just recently been put into place – Lottery Re-check (goes back and re-checks everyone's eligibility for lottery since they have been awarded prior to summer grades coming in) and also the S.C. Need-Based Grant Re-check (looks into graduation files). Ms. Garmroth expressed her thanks to Michael Harvey for his assistance in testing this.
- Ms. Garmroth will be working with Sue Stokley and Susan Poss regarding the South Carolina Teacher Loan Program. They are meeting with the representatives from the School of Education at USC Upstate to discuss the 2 + 2 programs that will be starting with the Associate of Arts degree this year.
- Financial Aid has a new pot of money they can tap into for SC Need-Based Grant students who are in foster care. In addition to granting these students the full \$2500 for Need-Based Grant, they can receive additional money up to \$2,000 pending on their unmet need.
- FFLEP - Financial Aid will be implementing the loan module part of Datatel after fall registration. A list of preferred lenders will be developed.
- Ms. Garmroth will be attending a SASFAA conference in Washington, D.C., July 28 – 30.

Kathy McKinzie

- Kathy Jo Lancaster and Pete Gallen are meeting regarding the on-line application. The on-line application is not ready for implementation.
- Tyger River and Cherokee Campus registration will be August 8 & 9.
- BSP letters to Byrnes High School students is almost finalized.
- Second interviews for the counseling position at Cherokee Campus are being conducted this Friday.
- Counselors are making calls to “applied not accepted” applicants (over 1,800).

- Disability Services is finalizing a faculty guide, a brochure and another handout for students with documentation that is needed.
- Plans are being made for next week, when the faculty will not be on campus – where to send students? **(Mr. Jackson recommended setting up Room 109 for students to meet with advisors for registration.)**
- Recruiting will be recruiting at Westgate Mall.
- Recruiting Services is planning for the Student Ambassador Orientation to be held August 6 – 10.
- Recruiting Services will be attending a Youth Leadership Conference at Spartanburg First Baptist Church.
- Recruiting Services is working on correspondence to the home schools and private schools.
- Recruiting Services is conducting tours. Policy for tours is being reviewed.
- Smart Job College 100 Orientation was held this week – 15 attended.
- CPP is beginning the review process of some web sites for job banks and resume development.

Celia Bauss

- Enrollment is still down a little.
- Ms. Bauss distributed a new version of the registration set-up. The set-up will start August 1st. Financial Aid and the ID machines will be located upstairs in Room 109 and the Business Office (cashiers) will remain in the Ledbetter Building. The new Registration set-up was discussed.
- Tyger River and Cherokee Campus will hold registration on August 8 & 9.
- Grades will be processed on Monday, July 30th.
- Records Office is working very hard to get all the transfer credit evaluations entered for Fall Semester. Transcripts have been received from 27 new colleges.

Leila McKinney

- Ms. McKinney is working with the Adult Learning Center (ALC) to obtain the number of ALC students presently enrolled at SCC.
- Adult Learning Center graduation will be held on September 29th.
- Ms. McKinney will be attending a SC Women's Work Conference on Monday, July 30th in Columbia.

Bob Day

- Dr. Day thanked the group for the nice reception of him.
- Sixteen deaf/blind students were enrolled during Summer Semester.
- Working toward having 42 deaf/blind students for Fall Semester (17 have already registered).
- O & M trainer will be on campus August 17th to work with the blind students (7 new blind students will be registering for Fall Semester).
- A major organization (SERID) is sponsoring a conference in South Carolina this year. It will be held on September 30th – October 4th at the Hyatt Regency in

Greenville. Spartanburg Community College is one of the sponsors for the conference.

Meeting adjourned at 12:05 p.m.

Submitted by:

Debbie Henderson
Recording Secretary