

LEADERS' MEETING

MINUTES

DATE: October 8, 2008 TIME: 11:00 a.m.

LOCATION: Conference Room 120 – Student Services Building

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

RECORDER: Debbie Henderson

The following items were presented and discussed:

Bob Day

- Twenty-eight students are registered in the Cooperative Program.
- Next week, the interim president of SCSDB, Carole Mabry, will be visiting the campus.
- Cooperative Program will be involved with Disability Awareness Month activities throughout the month.

Nancy Garmroth

- Brenda Grigg, Financial Aid Counselor, began her duties in the Financial Aid Office on October 1st.
- ACG Changes – effective January 1, 2009, extensive changes to this program are as follows: student does not have to be enrolled full-time, also a student does not have to be in a degree program (can be enrolled in a certificate/diploma program).

Erin Watkins

- Julianne Brittan has accepted the Tutor Coordinator position in Success Network. She will begin her duties next week.
- Resume Writing Workshop – October 14th – co-sponsored by Success Network, AIM Center and Career Planning & Placement.
- Time Management Workshop – October 15th.
- SN will be showing a documentary “Voices of Iraq” on October 22nd.

Kathy McKinzie

- Career Planning & Placement launched the new job bank effective October 1st.

- Resume Writing Workshop at Tyger River Campus will be October 21st and at the Cherokee Campus on October 27th.
- Admissions and Counseling very busy coordinating testing at the high schools and career centers. By the end of October, 1,700 students will have tested.
- Betty Hall has accepted the Administrative Specialist position in the Admissions Center. She will begin her duties October 15th.
- Fall Fest will be held October 29th. Ms. Blackwell will be coordinating and requesting assistance for this activity.
- Recruiting is very busy with visits, Piedmont Interstate Fair, benefits fair, Chamber of Commerce Business Showcase, assisting with testing.
- Second round of interviews have been completed for the Recruiter position.

Leila McKinney

- The Adult Learning Center held their graduation on October 2nd in the Tracy Gaines Auditorium. Seventy-one students received their GED. Twenty-one of those are already enrolled at SCC.
- Clothing from Dignity-U-Wear will be available for students to pick up the first week of November.

Celia Bauss

- As of last week, over 600 students have registered for Spring Semester.
- Ms. Bauss is working on the degree structure changes and will have a list soon.
- Graduation deadline will be in October.

Gerry Brantley

- On September 26, individuals working with students with disabilities were on campus for a workshop.
- Mr. Jackson and Ms. Brantley will be meeting this week to finalize alternative testing.
- Disability Services is busy preparing for Disability Awareness Month activities.

Debbie Henderson

- Counselors' Breakfasts invitations were mailed today , October 8th.
- Tara Bradley is currently the contact person for reserving rooms on campus.

Ron Jackson

- Budget – The College is looking at an additional 10% cut in our budgets. There will be a meeting on Friday morning, October 10th, 8:30 a.m. in the Commissioners' Dining Room to discuss the institution's plan to meet this 10% reduction. Everyone is welcome to attend.

- Mr. Jackson stressed that we need to make sure our enrollment stays solid. Mr. Jackson requested the Leaders to forward to him any thoughts/ideas they may have on activities that we can be involved in that can keep our students. Application numbers may not meet our projected enrollment goals unless there is a shift in first time freshman applications. Overall applications are up, but are being pushed by the amount of transfer applications that we have.
- There have been several on-site accreditations occurring over the past few weeks. Nursing accreditation was very successful, and will be accredited for five years. Business Technology accreditation site team was very impressed with what is being done in the Business Technology area.
- Talks are being held with the legislatures regarding more parity in funding.
- Planning Day will be held on October 17th.
- Mr. Jackson will be in Texas, October 19th – 22nd serving on a SACS accreditation team. Kathy McKinzie will be in charge of Student Affairs in his absence.
- CSSO's are discussing Illegal Immigration. Each institution has to implement a program as to how they are going to verify whether a student is legal or not. Drafts have been developed.
- CSSO's are also discussing Common ACT Scores. This subject has been an on-going topic for awhile.
- Athletic programs are being discussed within the CSSO group.
- Due to the lack of gas in South Carolina, a minimal use of fleet services has been imposed.
- SCC is the first college in the state to have a Community Emergency Response Team. 25-29 faculty/staff/students received Cert training. A community-wide exercise was held on the campus on October 2nd.
- Activities:
 - Deaf and Hard-of-Hearing Conference – November 14th
 - Mayor's Committee – Walk & Roll Celebration
 - Voter's Registration was very successful
 - Gateway announcement will be held October 9th
- If possible, attend peer group meeting via Tech Net. If not, Mr. Jackson would need to certify as essential travel.

Meeting adjourned at 11:35 a.m.

Submitted by:

Debbie Henderson
Recording Secretary