

## **McDowell Technical Community College President's Council Minutes**

The President's Council met on November 27, 2018 at 2:00pm in the boardroom, Dogwood building.

Present: Dr. Benton, Stacy Buff, Dr. Cross, Madalyn Gaito, Ryan Garrison, Dr. Gossett, Ladelle Harmon, Kelly McFarland, Judy Melton, Summer Perkins, Breanna Rose, Teresa Valentino, Dr. Watts

### **President – Dr. Gossett**

- Christmas Brunch scheduled for Friday, December 14 beginning at 10 in the conference room at Universal. The food and fellowship will be outstanding so please plan to attend if possible.
- Stress Relieving Snack Stations will be set up on Thursday, December 6. Cookies and hot chocolate/hot cider will be out for students, faculty/staff as classes come to an end and exams begin. Stations will be in Cedar #11, Dogwood #17, Azalea #4, WHS #19, Hemlock #14 and Universal. We will also try to accommodate evening students so please let Madalyn Gaito ([madalyngaito@mcdowelltech.edu](mailto:madalyngaito@mcdowelltech.edu)) know if you have evening classes/exams in your building on Dec. 6.
- SACS COC Reaffirmation visit is scheduled for September/October 2020.
- Legislative Priority Agenda for 2019-2021 – Dr. Gossett provided a handout (attached) put together by the C.C. President's Association.
- This month MTCC received a donation of \$92,000.00 from the William Harold Smith Trust.
- Work schedule for December - Just a reminder that campus will be open December 17 – 20 (four 10 hour work days) and closed December 21. All faculty and staff are required to complete vacation leave forms if you are not on campus that week. Campus will be closed December 28 & 31 and all full time faculty/staff are required to complete vacation leave forms for those days. Don't forget the state provided us with 5 bonus leave days.

### **College & Career Readiness – Terry Valentino**

- Currently looking for a full time instructor to work in the prison. Contact Terry at [teresavalentino@mcdowelltech.edu](mailto:teresavalentino@mcdowelltech.edu) if you have someone you know would be interested in this position.
- Fund for College and Career Readiness Literacy support. The fund covers expenses not allowable from our program funding such as: breakfast for students and their pre-school children, cleaning supplies, disinfectant, crafts, and drinks and snacks for Child Literacy, awards banquet expenses, advertising, paper

products (kleenex, plates, cups, napkins, paper towels...) and other items as needed. If you would like to make a donation to this fund contact Crystal Cole at [crystalcole@mcdowelltech.edu](mailto:crystalcole@mcdowelltech.edu) or Jill Hensley at [jhensley@mcdowelltech.edu](mailto:jhensley@mcdowelltech.edu).

### **Continuing Education – Stacy Buff**

- The McDowell County EMS donated a 2008 Ford Ambulance to the college. The ambulance will be a great addition to the EMT and paramedic programs.
- In the process of implementing a universal registration form for continuing education. This form can be found on the Con Ed page of the MTCC website.
- On December 19 Alan Moore is scheduled to provide a presentation to the Criminal Justice school directors at a meeting at WPCC. He will be sharing MTCC procedures for using Surface Pro tablets and electronic filing in our BLET program.

### **Curriculum – Dr. Benton**

There has been an increase in FTE thanks to faculty teaching classes for other community colleges through the Information Highway. We will be adding more classes next semester.

### **Developmental Studies & Quality Enhancement – Dr. Watts**

Working on research for QEP topic.

### **Distance Education – Summer Perkins**

Blackboard Ally assistance will be available on December 3 & 4 from 1:00 to 3:00pm. Dec. 3 in Dogwood bldg. 17 room 207 and Dec. 4 in WHS bldg. 19 room 204. Contact Summer at [summerperkins@mcdowelltech.edu](mailto:summerperkins@mcdowelltech.edu) if you need to schedule a meeting after exams.

### **Faculty – Kelly McFarland**

- Will be registering student at MHS on Wednesday, Nov. 28.
- Working to coordinate classes based on schedules from MTCC, MHS, MEC and MAI. Thanks to faculty who have been flexible with schedules and willing to go offsite to teach.

### **Human Resources – Breanna Rose**

- Retirement events
  - Mike Sprinkle - Dec. 5, 1:30 to 3:00pm in the Cedar Bldg 11 Lobby
  - Clarence Snart – Dec. 6, 1:30 to 3:00pm in the MEC cafeteria
- Evaluations due December 20<sup>th</sup>.

### **Learning & Student Services – Dr. Cross**

- The three program proposals were approved by the Trustees and have been submitted.
- Working to complete the online orientation for new full time and adjunct faculty.

### **McDowell Early College – Dr. Billy Cline**

- Have registered about 85% of the MEC students to date
- MEC finals are scheduled for December 14-20. They are looking for proctors for those exams. Contact Dr. Cline at [bcline@mcdowelltech.edu](mailto:bcline@mcdowelltech.edu) if you are able to volunteer some time to proctor. Your help would be greatly appreciated!

Meeting adjourned – 2:50pm

Respectfully submitted,

Madalyn Gaito  
Executive Assistant to President  
Cc: email – faculty & staff