

McDowell Technical Community College President's Council Minutes

The President's Council met on August 21, 2018 at 2:00pm in the boardroom, Dogwood building.

Present: Dr. Gossett, Dr. Benton, Stacy Buff, Dr. Cross, Madalyn Gaito, Ladelle Harmon, Michael Lavender, Elmer Macopson, Kelly McFarland, Dick Mauney, Judy Melton, Julie Padgett, Summer Perkins, Breanna Rose, Teresa Valentino, Dr. Watts

President – Dr. Gossett

- Dr. Gossett welcomed new Council members: Summer Perkins, Interim Distance Learning Coordinator and Stacy Buff, Dean of Con. Ed and Workforce Development.
- Headcount – at this time our headcount is about 93 students more than we had at the same time last year. Thanks for taking the time to work one on one with students to make a difference in their ability and desire to enroll in classes. He encouraged faculty to think outside the box and gave the example of instructors teaching online courses in partnership with other NC community colleges. These classes do not affect our headcount but we do receive partial FTE for them.
- Asked for feedback from the recent Professional Development on August 8. General consensus was that the speaker, Laurie Wegner, was effective and provided good, applicable information on student retention. The enrollment data was very helpful and Dr. Gossett will be sending out that type of information on a more regular basis.
- Cosmetology building update – the project is in the state construction pipeline but it is a VERY SLOW process.
- Shared portions of an email he had received from someone who is both a student and a parent of a student. Praised those on campus who had excelled at helping them in the registration and advising process. This serves as a reminder that the enrollment/registration process can be difficult for someone going through it for the first time. Our goal should be to always take the time needed to be helpful and patient.

Allied Health – Judy Melton

No report

College & Career Readiness – Terry Valentino

The Adult High School Diploma Class is meeting on campus in the William Harold Smith Building.

Continuing Education & Workforce Development – Stacy Buff

- Is working on several programs to add to the Continuing Education department and welcomes ideas on ways to develop new programs.
- Working on implementing a Lineman program that would be a 3 to 4 month program. The goal is to offer it in spring 2019 or fall 2019.
- Ed2go, online courses program, is almost ready to launch and will be on the MTCC website in the very near future.

Curriculum – Dr. Benton

- Working on implementing a cyber-crime program.
- In the process of completing a handbook designed specifically for adjunct faculty.
- Announced that Baxter donated a working robot that will benefit current students and has potential to be used in future program development.

Developmental Studies & Quality Enhancement – Dr. Watts

- Will be conducting a follow-up QEP professional development meeting on October 19 to finalize the QEP topic. Surveys will be conducted prior to Oct. 19.
Students – surveyed in class and online by October 1.
Trustees – surveyed September 13
Workforce Pipeline, BLET and Healthcare Advisory Committees, MEC faculty/staff and Marion Business Association will be given the opportunity to complete surveys as well.
- Students who need rides to campus can call the new Transportation Ride on Demand at 828-559-0744

Distance Education – Summer Perkins

- Blackboard has been upgraded.
- Ally is a new accessibility feature recently added. Contact Summer if you have questions on how to use it to check online documents
- Distance Learning provided orientation to 90 students online and 30 face to face.

Enrollment Management – Julie Padgett

- Working to create student study space in front of the library. Funds for the furniture and charging stations will be provided from student fees.
- Updating student forms online. When working with students direct them to Current Students then Student Forms to help simplify their process in completing the forms.

- September 11 – Blood Drive using the Blood Mobile instead of WHS 113; voter registration event
- Transfer Fair – Wednesday, October 17 from 8:45am to 10:30am in WHS room 113. Representatives from area colleges and universities will be on campus to answer questions about programs and transfer options. Please allow students to attend.
- Fall Festival – Oct. 25, the theme will be food related with donations going to the new MTCC Food Pantry.
- SGA Elections – Oct. 25, encourage qualified students to seek election to the Student Government Association. Students must be at least 18 years of age to serve on the MTCC SGA.

External Relations – Michael Lavender

- Thanked Jorge Valentino for all his hard work and support in the office while Michael has been away dealing with a medical issue involving his mother.
- 2018-19 Catalog is online and the Phone List has been updated and will be sent out as soon as possible.
- Asked everyone to look at their website pages to make sure they are up to date
- Is working on updating FB ads so contact him with ideas to advertise your program
- Mountain Glory Festival is scheduled for Saturday, October 13. MTCC is a festival sponsor. Contact Michael if your department is interested in participating. Festival organizers ask that your booth be interactive and creative.
- Will be conducting a marketing survey in spring 2019

Faculty – Kelly McFarland

- The faculty are working hard to recruit and retain students
- Would like to look at ways to allow faculty, who have taught summer school, to be able to take time off prior to the beginning of the fall semester without having a negative impact on student registration.

Grants – Dick Mauney

Currently working on Title III grant. This is a long and tedious process with many layers. Will be sending out an email requesting faculty and staff to complete a SWOT (strengths, weaknesses, opportunities and threats) analysis of their areas to assist with identifying areas of needs.

Human Resources – Breanna Rose

Thanks to those who have completed the employee evaluation process for last year. Evaluations will be conducted on an annual basis beginning in September/October.

Institutional Effectiveness – Ladelle Harmon

No report

Learning & Student Services – Dr. Cross

- Thanks to everyone who worked so hard during registration. The positive headcount numbers are representative of the good teamwork.
- Asked for feedback regarding the May graduation ceremony. Consensus seems to be that the change from August was a positive one for students and faculty. The next graduation is scheduled for May 10, 2019
- Curriculum committee starts back in September.

Technology – Elmer Macopson

- With Summer moving to Distance Learning the IT staff is now reduced to three members.
- Reminded everyone to let IT know when there is a problem with your equipment. Completing a Help Desk request is the best way to get an issue resolved quickly.
- Please take time to delete un-needed emails.
- Contracts have been signed to upgrade Image Now (electronic records archive system) and they will be working to updating it to the latest version as soon as possible.
- If you receive an email with Edlio in the address this is most likely an email someone has sent you using the website.

Meeting adjourned – 3:30pm

Respectfully submitted,
Madalyn Gaito
Executive Assistant to President
Cc: Email – faculty & staff