

McDowell Technical Community College President's Council Minutes

The President's Council met on January 9, 2018 at 2:00pm in the boardroom, Dogwood building.

Present: Dr. Gossett, Ryan Garrison, Dr. Cline, Dr. Cross, Elmer Macopson, Judy Melton, Ladelle Harmon, Michael Lavender, Brad Ledbetter, Teresa Valentino, Eddie Shuford, Madalyn Gaito

President – Dr. Gossett

- MTCC Employee Self-Evaluation and Faculty Peer to Peer Observation Pilot Program – encouraged supervisors to start working through these. These evaluations are to be used for improvement purposes; opportunities for conversations between employees and supervisors. Please forward feedback to Breanna Rose.
- Provided an update on what will be presented at the Board of Trustees meeting on Jan. 11.
 - Spring 2018 Headcount numbers - to date we are down 3% (approximately 40 students) from the same date last year.
 - Budget – still waiting to hear if we will receive a reversion request from the Office of State Budget and Management.
 - Faculty/Staff Survey – The survey results have been compiled and will be discussed in detail at the February meeting of the Trustees. Less than 50% of the faculty/staff completed surveys but we did receive enough feedback to make decisions on needed changes.
 - Cosmetology Building – After a recent meeting with architects it appears we will need to reduce the size of the new building; placing the Barber School in renovated space, currently being used by Cosmetology, in Cedar, bldg. 11. After this is completed we will look at renovating the Library.
 - STEM Academy – Mr. Garrett has informed me he is not moving forward with the STEM Academy at this time.
 - Policies & Procedures – currently working on separating Policies and Procedures to clarify what needs to be approved by the Board (Policies) and to simplify the process of evaluating and simplifying Procedures as needed.

Allied Health – Judy Melton

- Adding an 8 week CNA class to the SIM Lab
- SIM Lab grand opening scheduled for Thursday, Jan. 25 beginning at 1pm in the SIM Lab. All faculty and staff are invited to attend.

College & Career Readiness – Terry Valentino

If you are in need of an HSE diploma this month please contact Jimmy Hensley

Continuing Education – Brad Ledbetter

Distributed curriculum information books for the 41st annual McDowell Fire, Rescue and EMC College. Scheduled for March 16-18, 2018. Please plan to volunteer to help make this another outstanding educational opportunity.

External Relations – Michael Lavender

- Resource Manual – inform your students that more copies have been printed
- MTCC website – continue to check your pages to make sure information is correct; check the faculty/staff directory.

Finance & Administration – Ryan Garrison

The Business Office is beginning to process tax documents for 2017.

Learning & Student Services – Dr. Cross

- Drop/Add was extended through Wednesday, Jan. 10 due to the closings and delays we have experienced since returning to campus last week.
- Still dealing with issues associated with RDS. JW Kelly, from the Central Office, and an RDS representative were on campus last Thursday. They spent time with staff, and were informed of the difficulties students are experiencing as they try to apply for admission.

Technology – Elmer Macopson

- His staff is working hard to complete all items on their to do list
- New computers going in at the Ford Miller Training Center on Baldwin Ave.
- Additional cameras are being set up on campus to provide additional visual security
- Working on a major patch for Datatel

Meeting adjourned – 2:30pm

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