



President's Council

August 24, 2021

Minutes – The McDowell Tech President's Council met via zoom on August 24, 2021 beginning at 2:00pm

Members Present via Zoom: Stacy Buff, Dr. Cline, Dr. Cross, Madalyn Gaito, Ryan Garrison, Ladelle Harmon, Michael Lavender, Abigail Ledford, Elmer Macopson, Judy Melton, Dr. Merritt, Andy Morgan, Julie Padgett, Rachel Pearson, Dr. Watts, Breanna Wilson

Discussion Items

1. Sharing and Departmental Updates

a. COVID-19 Vaccination Incentive

The BOT Executive committee met this morning to discuss incentivizing COVID vaccinations. The committee approved the motion to incentivize employees to be fully vaccinated against COVID-19. Part-time faculty and staff members will receive \$100.00 and full-time faculty and staff members will receive \$250.00. Employees who provide proof of full vaccination by October 8, 2021 will receive a check in October 2021. The administration will consider exemptions for medical and religious purposes. Please contact Breanna Wilson at bdrose59@go.mcdowelltech.edu for more information.

b. Michael Lavender is coordinating volunteers for the Bigfoot Festival which is scheduled for Friday and Saturday, Sept. 17 & 18, 2021. Sign up using the spreadsheet Michael shared via email. Parking will be available on our campus and Ryan Garrison will head up the volunteer efforts on campus. We are also planning to have tables at the Old Fort Octoberfest (Oct. 2) and the Mtn. Glory Festival (Oct. 9).

c. Ryan Garrison – The virtual bookstore had 366 orders. Will meet in September to evaluate the process and make any necessary changes to improve the process for the Spring semester

d. Dr. Penny Cross – commended student services staff on their work with students during registration. Will be letting students know they have access to [tutor.com](https://www.tutor.com) and the student assistance program.

- e. Dr. Beverly Watts – Approximately 130 students participated in New Student Orientation. Currently evaluating the program so see how to improve it. Onboarding advising helped to increase the number of students who began the application process and then actually enrolled in school. Next QEP meeting is Sept 10. Orientation meeting is this Friday, August 27.
- f. Stacy Buff – Reported that classes at Universal Advanced Manufacturing Center are full and we have 17 apprentices in different companies and 20 students in work based learning.
- g. Julie Padgett –
 - i. Blood Drive - September 15.
 - ii. CACRAO Transfer Fair at McDowell High School - Friday, Sept. 17
 - iii. SGA election and Fall Festival – Oct 14.
- h. Judy Melton – PNE program has 36 students enrolled. All curriculum Nurse Aide courses have made. Phlebotomy, Medical Coding registration in Continuing Education is strong. Business Technology Programs have noted an increase in enrollment looking forward to more. College Transfer off to a strong start and busy settling in.

Congratulations to Dr. John Kiser on completion of his Doctorate of Education Degree in Curriculum and Instruction through the University of South Carolina.
- i. Elmer Macopson – His team is working on integrating systems with the McDowell Co. School system. Let Elmer and his staff know if you experienced any issues with technology due to power outages in the past week. Addressing IT needs at the Ford Miller Training Center at Baldwin Avenue. Colton Curtis will be starting on September 1st as the new computer technician. Fax machines are back up and running in the Business office (828-659-0401) and Student Services (828-659-0430). Thanks to the team, Sharon and Tab, for working hard to keep everything up and running.
- j. Dr. Merritt updated the group on the Alumni Awards Ceremony. We look forward to continuing this new tradition on an annual basis.

2. SACSCOC visit on 9.21.21 – Bo Harmon updated the group on the upcoming virtual visit. He will send out the schedule of meetings as soon as possible. This is a follow-up visit to our Decennial Reaffirmation. There are some federal standards that require an in-person review. It will only be a visit by one member of last year's virtual on-site committee.
3. Vision 2025 - IE Plan and Path Forward – Bo Harmon has developed a tracking document, similar to an IE plan that identifies the program “champions” to move the process forward for the next 3 ½ years. It will be sent out for review to be reviewed and ready for discussion by Sept. 13. The following should be reviewed with feedback sent back to Bo:
 - a. assigned responsibility for each objective (make sure to integrate any ongoing efforts such as the QEP, etc.)
 - b. appropriate assessments (NCCCS Performance Measures are fine; however, we must consider more timely data as well)
 - c. appropriate benchmarks
4. Masterplan Meeting and next steps
Wednesday, August 25th, preliminary meeting with architect to discuss master facilities planning process. Will then be a process similar to the strategic planning process looking at all future needs.
5. Prior to Labor Day:
 - a. Salary reviews – Over the summer, we used an objective review process to look at the salary plan and employee salary equity. Salary reviews have been completed on all FT employees using a standardized scale. Letters will be sent to all employees explaining the process. Any salary increases would only occur pending state budget allocations.
 - b. The performance evaluation process will be reviewed to align with the goals from the Strategic Plan.

Meeting adjourned at 2:55pm