

### **Meeting Minutes**

The McDowell Tech President's Council met in WHS Room 107 on Tuesday, January 17, 2023 at 2:30pm.

**Members Present:** Amanda Buchanan, Aprille Bailey, Dr. Bo Bennett, Stacy Buff, Chuck Bowling, Dr. Billy Cline, Valerie Dobson, Madalyn Gaito, Ryan Garrison, Ladelle Harmon, Brandon Hensley, Dr. Jon Howle, Michael Lavender, Elmer Macopson, Dr. Brian Merritt, Andy Morgan, Myra Morgan, Eddie Shuford

#### **1. Discussion Items**

- a. Chuck Bowling reported he has been working with Boy Scouts of America to offer merit badge courses during their camps
- b. Discussed accessibility Issues related to MCS Physical Therapist Assessment

#### **2. Fiscal & Facilities - Ryan Garrison**

- a. Student Services & Business Office renovation. Opened bids on Thursday, January 12th. Received 3 total bids. Bean Construction Company, Inc was the low bid. We are in discussions with Beam Construction and Holland & Hamrick Architects to look for ways to reduce the total cost without hindering the overall project. A zoom meeting will be held Thursday, January 19th to discuss further.
- b. The paving project has been delayed until March. Johnson Paving has closed the plant down for maintenance and cold weather.
- c. We are receiving bids on the final roofing section of Building 4.
- d. Cosmetology - Ford Miller Security/Flooring project is underway. Purchase Orders have been received by the Vendor.
- e. The bookstore transition is underway; looking for ways to effectively and efficiently meet the needs of students.

#### **3. Financial Aid - Amanda Buchanan**

- a. All Golden LEAF funds (curriculum) for 22-23 have been spent
- b. All FSEOG funds for 22-23 have been spent (we may have to convert some FWS funds to FSEOG later in spring) to avoid penalty
- c. 2023-2024 FAFSA importing and processing will start during Spring Break (set-up ongoing until then)
- d. FA Staff traveling to TN in February for SASFAA conference—much information to be shared on FAFSA changes (FAFSA Simplification) for the upcoming 23-24 and 24-25 years, as well as VA updates
- e. VA ONCE is sun-setting on February 24 and Enrollment Manager will open on March 6—no certifications for veteran students can be done during this time, but the new system will be GREAT (so we're told!)

#### **4. Curriculum Programs Updates/Curriculum Committee - Valerie Dobson**

- a. Finalizing 2022FA CU FTE ICR by **January 23, 2023**
- b. Part-time and Overload Contracts for 2023SP will be coming soon
- c. Curriculum Committee Meets again on February 22, 2023 @ 2:30pm

- d. 2023SU and 2023FA Schedule - Available March 1, 2023 - Advising begins March 27, 2023
  - e. SACSCOC Prospectus review for Building Construction Trades resubmitted
  - f. Faculty Orientation went well, working with Bill Teale to build some onboarding materials to make available online
  - g. OpenLMS Boot Camp on Thursdays 3:30 - 4:30 now through February 9, 2023 for all faculty
  - h. Teaching & Learning Academy meets Tuesday, January 24, 2023 at 3:00pm.
  - i. Faculty mentoring Program meets Wednesday, January 25, 2023
  - j. 911 Communications and Operations Program Application sent to the system office today, 1/17.
  - k. Human Services Technology - working on Program Application and SACSCOC Prospectus
  - l. Transition of Curriculum and Instructional Support Specialist position
  - m. Academic Excellence, Dallas Herring and Governor Scott Awards due to system office by January 31, 2023
  - n. HS to CC Articulation Meeting on Monday, January 23, 2023 (Brandon/BoBennett/Chuck and department chairs leading)
  - o. [Program Reviews](#) to begin a 3-year cycle for SACSCOC Compliance with standard - training will be held on the first Wednesday of each month (February/March/April/September/October/November) at 2:30pm and are due for completion by November 1, 2023.
  - p. Western CAO Meeting Friday, January 20, 2023 at 11am
  - q. REACH (Brandon/Bo are leads for REACH Equity piece) - Monthly meetings 4th Thursday of month at 3pm
  - r. Inside Track ([Secret Shopper Comments](#) and Data Sharing (Valerie is lead)
  - s. Student Financial Wellness Survey (results available March BIT Team and policy Updates
  - t. DEI Task Force Update
  - u. BIT Team Update
  - v. Working with BePro BeProud to schedule a date to be on campus
- 5. Workforce Development & Continuing Education - Stacy Buff**
- a. Jeremy Poore started on January 2nd as the Part-Time Coordinator of Trails School. His office is at Universal.
  - b. Silvia Del Campo starts tomorrow as the Director of Latinx Education.
  - c. Cosmo and Esthetics starts next week, both programs are full
  - d. BLET starts next week with 17 students enrolled
  - e. Plumbing, Photography, Graphics, and Healthcare classes have started with good numbers.
  - f. HVAC, Electrical, and Construction Trades start in February.
  - g. Fire School registration has started. This is the earliest we have started registration.
  - h. The Nail Technology has been advertised.
  - i. CCR Data ending Nov 22 has been released. MTCC was 12th out of 69 NRS(National Reporting System) funded providers in MSG's (Measurable Skills Gains)

**6. Student Services & Student Success - Chuck Bowling**

- a. CU student headcount is up from spring (1122) to spring (1172) and from fall 22 (1152).
- b. 59 credentials awarded fall 2022. 25 were awarded from FFNC.
- c. 64 students participated in F2F New Student Orientation–volunteers included: Bo Bennett, Madalyn Gaito, Bill Teale, Chris Saxton, Chip Cross, Angela Snyder, Karen Buchannan, Jennifer Culp, Richard Getty, Claudia Ward, Jamie Smith & John Dillard

**7. SGA Update - Myra Morgan**

- a. Angel Tree totals were as follows: MTCC **Students: 10** - 23 children; MTCC **Adult Learners: 13**; Due to the amount of students on our Angel Tree, we had several names left on the tree at time of deadline. A combination of people donated \$1,680.00 in our school and community: SGA funds took care of the remaining amount of \$784.78.
- b. We are thankful to each person, group of people & organizations who stepped up to help our students during the holiday season. We especially want to thank Board Member Chad Marsh for spear-heading these efforts. Jose Rico Martinez, our SGA President, went with Myra Morgan, Hannah Berthelson and Emilee Crowder to help shop for our Angel Tree.
- c. Several students reached out to SGA Advisor, Myra Morgan. They wanted to pass along their heartfelt thanks to everyone. There were tears - happy tears & tears of thanks.
- d. Jose is excited to have a themed tree this year located outside the Library doors. His vision includes doing the current theme with Snowmen for the winter season. He would like to do a Feb. black history month, cultural awareness, LGBTQ+, Spring Fling, etc.
- e. We had 8 student volunteers for the Tree Lighting Event! We were excited to have them help!
- f. Blood Drive Totals - Nov. 22, 2022: 32 - Total number of donors; 3 - First time donors; 34 - Units Collected; 102 - Potential Number of Lives Saved
- a. Gearing up for SPRING FLING coming up Apr 13, 2023; THEME : Family Circus - Bring your family - Join us!

**8. MTCC Foundation- Madalyn Gaito**

- a. Asheville based Womansong New Start Fund will fund a \$2400.00 scholarship in the 2023/24 school year to a “female student who is a resident of WNC, preferably age 25 or older with a real financial need, who has a definite plan to obtain a degree or certificate that will enable her to be employed”. The organization is establishing a HiSet/GED Fund for female students in need of financial assistance with paying for this testing. The fund will begin with \$500 in early 2023 and should the funds be depleted before the end of the year, additional funding may be requested.
- b. The [2023 MTCC Alumni Awards Nomination Form](#) is available on the Foundation page of the website. Nominations are due by March 20th and the Awards Ceremony is scheduled for May 1, 2023. Distinguished, Outstanding and

Young/New Graduate awards will be presented to MTCC graduates who have received a degree, diploma, certificate, or certification and have made outstanding contributions and exceptional accomplishments in their chosen career; significant contributions to their community and to the lives of others; and/or exceptional service in support of MTCC. **Current employees of the College are excluded from consideration for these awards. Trustees serving current terms and current MTCC Foundation Board members are not eligible to receive alumni awards.**

- c. Seeking input on **2023 Employee Appreciation Week and Employee Giving Campaign March 6-9, 2023**. Last year the week included: Listening Sessions with Dr. Merritt, Wear Blue Wednesday, Disc Golf Lesson (canceled due to weather), Wear Green and Wear Jeans, Employee Breakfast To-Go and kick off for the Employee Giving Campaign. Email [msgaito41@go.mcdowelltech.edu](mailto:msgaito41@go.mcdowelltech.edu) with suggestions.

**9. Personnel - Breanna Wilson**

- a. Chuck Bowling: Dean of Students (interim)
- b. Crystal Cole: Coordinator of Purchasing
- c. Lydia Warpoole: Title III Success Coach
- d. Rachel Pearson: Department Chair - Business Technologies
- e. Bill Teale: Webmaster & Web Technologies Faculty
- f. Jessica Webb: Accounts Payable Specialist
- g. Dr. Jonathan Howle: Director for Student Success
- h. Cassey Epley: Nursing Faculty
- i. Makenna Robinson: Digital Media Specialist
- j. Laura Salas: Instructor CRC

**10. Technology Updates - Elmer Macopson**

- a. The IT team addressed over 800 Help desk requests last year.
- b. The NCCC System has said we will be transitioning from Colleague to Banner sometime between 2024-2029, depending on how the Central Office process goes.
- c. Working on a single sign on and multifactor authentication system.
- d. **DO NOT OPEN an email from an address you do not recognize.**
- e. Working to implement Office 365
- f. Looking at updating technology usage policies.

**11. MEC/MAI - Dr. Billy Cline**

- a. Students and faculty are back from the Senior Cruise.
- b. Recruiting students for the upcoming Freshman Class; will split 0 students between MAI and MEC.

Meeting adjourned: 3:45pm