

President's Advisory Council June 18, 2013

Present: Dr. Jeremy McMillen, Giles Brown, Shelle Cassell, Paula Cavender, Steve Davis, Brandy Fair, Jeanie Hardin, Donna King, Barbara Malone, Jake McBee, Gary Paikowski, Roy Renfro, Debbie Smarr, Tony Stanzo, Kim Teel

Cosmetology Hours – Conversion for Financial Aid

Donna King sought clarification on the conversion of clock hours into credit in the Cosmetology program. Students are able to pass the coursework prior to completing the number of hours required for licensure, which causes problems with their financial aid award. Additionally, Donna reported that a new formula for figuring payments was being implemented.

Action: Steve Davis is working on a prospectus for a conversion process that will convert the clock hours into credit. This is expected to be ready by Fall 2014. Donna and Steve will visit with Charlotte McLain on the new payment formula.

Leadership Camp Summary

Paula Cavender reported that 30 high school students were on campus June 18 and 19 for the Viking Leadership Camp. The group will participate in fun and informative sessions that introduce career path information as well as campus services and interactive tours.

Meningitis Law Changes

Kim Teel reminded members that changes are underway in the Meningitis vaccination law. The age will be lowered from 30 to 22. It is unclear on whether the local waiver option will still be available or if students will be required to use the form on the Department of Health's website. It is believed that the new rules will become effective January 1, 2014. Kim had process questions about who identifies and purges students for non-compliance with the Meningitis law, and who contacts the students in an effort for them to become compliant. Kim provided information on a third party vendor that is available to monitor and communicate with students when their immunization is about to expire (for a \$10 per student fee).

Action: Kim Teel will finalize a plan for contacting the students and will set up an immunization clinic prior to Fall 2013.

Internet Students Success – Math 1314

Kim Teel explained an effort by Shawn Eagleton to intervene with students enrolled in online Math 1314 classes, and asked about the need to perform similar interventions with other students. Shawn's effort included setting pre-requisites prior to allowing enrollment. The introduction of this topic brought about several related discussions, including:

- Success indicators – some for all online classes; some for math classes
- The need for online support (tutoring) for math students.
- Media share: capturing classroom presentations that can be viewed multiple times
- Blackboard Video Everywhere capability in the new version coming soon.
- Student success is a three-prong process between the professor, the institution, and the student.
- Data question on the success rate of online courses between those created by GC faculty and those packaged by others (i.e. textbook publishers). (Jake McBee is working on a summary report that shares data.)
- Learning Frameworks will have a module that focuses on being successful in an online course.
- “Go Week” - Members discussed starting the semester early so that students can engage in orientation-type activities and sessions that would influence student success.
- Jake McBee reported that a few professors (like Sherre Mercer) have refined techniques that lead to success. There is a need for more support and better advisement, but not necessarily restricting access/enrollment.

Action: Dr. McMillen set the expectation that professors will log into each course at least once a day, Monday through Friday, and that students will receive a response within 24 hours.

Action: Dr. McMillen would like “Go Week” to be a discussion for the coming year.

Action: Jake McBee will summarize support and teaching technique ideas and distribute to faculty and appropriate employees.

IT Report – Course Availability

Gary Paikowski reported that the pdf of courses is now on the website, and the course availability now has an ‘all’ search feature. The ‘all’ feature can be printed and used for advising.

Guidelines for Resignation

Giles Brown shared information on a change in procedure when employees leave the college. Human Resource office has a formal process to handle employee exit interviews and to collect important information and keys. Supervisor training and additional information will be offered as soon as feasible.

Facilities Projects

Giles Brown shared a list of potential facilities projects that could be considered using approximately \$900,000 in available funds. The proceeds are from the 2007 bond package, primarily from interest earned. Projects such as deferred maintenance projects, an enlarged Math Hub (SACS request), painting of the water tower, etc.

New Positions and Resignations

- Members heard that Casey Ticknor has resigned and that Robbie Trissell will be helping with POISE in the interim.
- A number of new positions are in the draft budget proposal. Dr. McMillen will ask the Board next week for permission to start the search process for many of those positions with the notation on the position announcement that hiring will be based on final approval of the budget.
- Dr. McMillen shared his support for opening all positions for applicants.
- The Vice President for Student Services will come on board as soon as possible.

Enrollment Reports

- Summer 1 data shows that we are currently up 2% over last year.
- Summer 2 enrollment is down 5%.
- Fall enrollment is 41% of our target (target is +5% over last year). Recruitment activities are starting.
- Donna King reported that 2013-14 awards are posted.
- New loan debt "Shopping Sheets" will notify students of the cost of education. Students may print and compare educational costs of institutions.

Texas Success Initiative (TSI)

New TSI information, which will become effective the day after Fall 2013 classes begin, is coming soon. Donna McKinney is attending a meeting in July to outline scores and plan for mandatory prep classes.

Adjunct Load

Tony Stanzo inquired about the new teaching load (9 hours established by the Executive Council) and what the balance would be between teaching load and lab assignments. This new rule will include all part-time positions. The penalties for not complying will be harsh, and possibly retroactive.

Action: Members were invited to attend a meeting on Thursday, June 20, at 2:00 p.m. to discuss the details and implementation of the new policy. Danny Hyatt and Marilyn Power will be invited

One and Done Events for Fall Registration

Members agreed to hold "One and Done" events on July 17 and August 15 leading to the Fall semester.

Action: A meeting to work out the details will be held at 9:00 a.m. Thursday, June 20.