

MINUTES

EXECUTIVE COUNCIL MEETING

February 10, 2000

A meeting of the MGCCC Executive Council was held on Thursday, February 10, 2000, in the Board Conference Room, Darby Hall, on the Perkinson Campus.

Members of the Executive Council present were: Dr. Willis H. Lott, Dr. Richard Christmas, Mr. Everett Compston, Dr. Mary Graham, Mrs. Colleen Hartfield, Dr. Houshang Moradmand, Mr. Clifton Quinn, Mr. Robert Smith and Dr. C. D. Taylor.

I. CALL TO ORDER/REVIEW AGENDA – Dr. Lott called the meeting to order at 9:00 a.m. asking for additions/corrections to the agenda.

II. APPROVAL OF COUNCIL MINUTES.

A. Executive Council -- December 10, 1999. This item was deferred.

B. Executive Council -- January 13, 2000. This item was deferred.

C. Instructional Affairs Council -- January 25, 2000. The minutes were not approved at this time; however recommendations forwarded to the Executive Council were acted upon as follows:

- The recommendation for approval of guaranteed schedules was not approved at this time, but will be discussed at the next meeting.
- **The Council approved revisions to the absentee policy on page 58 of the 1999-2000 MGCCC catalog as recommended to be effective beginning Fall semester, 2000.**
- **All recommendations under Item No. V-C, Non-Traditional Means of Credit, were approved. Council members approved a fee of \$54 per CLEP test, which will be collected in the campus business offices prior to administration of tests. This will be effective beginning Fall semester, 2000.**

III. AGENDA ITEMS – DR. LOTT.

- A. Senate committee assignments. Dr. Lott shared with council members a copy of the Senate Committee Assignments for the Year 2000 legislative session.
- B. Drug detection proposal. A handout was distributed relative to a drug detection proposal from Sniffers Unlimited, Inc. **After discussion, Council members agreed to reject this proposal.**
- C. Legislative Budget Office recommendations. Dr. Lott reported that the State legislature requested assistance from the President's Association in determining where reductions should be made in consideration of the proposed \$17,795,747 decrease in funds for community colleges for FY2001. A handout was distributed, and Dr. Lott commented relative to MACJC's response relative to this matter.

IV. AGENDA ITEMS – DR. CHRISTMAS

- A. Compensation for learning lab faculty. This item was deferred.
- B. Intellectual property rights. This item was deferred.
- C. Withdrawal Policy. This item was deferred.
- D. Refund Policy. This item was deferred.
- E. ADA Handbook. This item was deferred.
- F. Proposed summer 2000 calendar. This item was tabled for further discussion among the Campus Vice Presidents relative to extended minutes.
- G. Mississippi Virtual Community College. Council members discussed compensation of instructors for development of on-line courses. **After discussion, Council members approved the following pay schedule for development and instruction of on-line courses: The lead instructor will receive \$1500 for developing an on-line course with additional team members receiving \$1,000 each. All team members will receive a one-time stipend of \$200 for teaching the course.**
- H. Strategic Planning. Mrs. Hartfield reviewed with council members a draft copy of the Strategic Plan and discussed ideas for introducing the plan to College employees as well as the public.

V. AGENDA ITEMS - MR. COMPSTON

- A. Consider revision to Statement No. 212-13, Employee Leave. This item was deferred.
- B. Security, emergency response, and identification cards. This item was deferred.

VI. AGENDA ITEMS - DR. GRAHAM

- A. Tobacco use policies. This item was deferred.

VII. AGENDA ITEMS - MRS. HARTFIELD

- A. *Opportunity Knocks Seminar*. Mrs. Hartfield encouraged council members to attend the Tech-Prep *Opportunity Knocks Seminar* to be held February 21, 2000, at the Holiday Inn Coliseum in Gulfport from 5:30-7:00 p.m. The College and the Harrison County Development Commission are sponsoring this seminar.
- B. Standardized Procedures Progress Report. Mrs. Hartfield distributed copies of the minutes of the January 26, 2000 Standardized Procedures Meeting for review by council members. She requested that council members share any questions or concerns with her prior to the next meeting of the Standardized Procedures Committee.
- C. Forum Article - Higher Education Expansion. Mrs. Hartfield distributed a draft copy of a forum article on higher education expansion to be reviewed by the Executive Council for discussion at the next meeting.

VIII. AGENDA ITEMS - DR. MORADMAND. No items were included on the agenda.

IX. AGENDA ITEMS - MR. QUINN.

- A. Mississippi Quality Awards. Mr. Quinn distributed a handout for the *Excellence in Mississippi Conference* to be held March 16-17, 2000, and encouraged attendance of council members.
- B. Banner Training - Technical Writer. This item was deferred.
- C. Distance Learning update. This item was deferred.

D. Schools to Careers Grant. A handout was distributed and Mr. Quinn reported that the College was awarded a \$125,000 grant from the State Department of Education to fund a schools-to-careers partnership. Ms. Shanna Murray will be responsible for coordinating this project. Dr. Lott requested that Mr. Quinn write a letter to school superintendents notifying them of this award.

- X. AGENDA ITEMS - MR. SMITH.** No items were included on the agenda.
- XI. AGENDA ITEMS - DR. TAYLOR.** No items were included on the agenda.
- XII. OTHER ITEMS DISCUSSED.** In an effort to build partnerships and recognize public officials, **council members agreed that county boards of supervisors, members of the MGCCC Board of Trustees, and state legislators (depending upon funds involved -- local or state) will be invited to attend ground-breakings and ribbon-cutting ceremonies for new facilities.**

Dr. Lott appointed the Vice President for Administration and Finance with the responsibility of organizing these events along with the Campus Vice Presidents. Mr. Compston will correspond with the College architects relative to this matter. It was noted that the first ribbon-cutting ceremony will be for the new fine arts building on the Jefferson Davis Campus.

Dr. Lott reported that part of the capital budget was set aside for renovation of the heating and cooling system in Jackson Hall noting that it may be necessary for personnel from Jackson Hall to utilize the Board Room for office space during this time. He requested that the Executive Council consider changing the dates of board meetings to be held at the George County Occupational Training Center and the Jefferson Davis and Jackson County campuses to coincide with this period of renovation.

- XII. ADJOURNMENT.** There being no further business, the meeting was adjourned.

Vonda Ford, Recorder