

To: Giles Brown
Regina Organ
Dava Washburn

Gary Paikowski
Randy Truxal
Debbie Smarr

Mary Linder
Amy Evans
Jeremy McMillen

EXECUTIVE COUNCIL MEETING

Board Room 100D

11am June 20, 2016

Meeting Minutes

Present:

Dr. Jeremy McMillen
Dr. Regina Organ
Dr. Dava Washburn
Mr. Gary Paikowski
Mr. Randy Truxal
Dr. Chase Machen
Dr. Kim Williams
Dr. Debbie Smarr
Mrs. Joanna Barnes
Mrs. Djuna Forrester

Mrs. Amy Evans
Mrs. Kellie Matherly (for Mary Linder)

Absent:

Mr. Giles Brown
Mr. Leon Deutsch
Dr. Molly Harris
Mr. Steve Davis

Old Business:

None

New Business:

1. Approval of Curriculum Committee Requests, Dr. Regina Organ was tabled.
2. New Rules Pertaining to Overtime, Dr. Jeremy McMillen- Sherri Yeary discussed new rules, communication efforts, and effects for employees. Sherri also indicated she would be communicating (verbal and written) with the affected employees and a documentation will be placed in the employee's HR file. Additionally, Dr. McMillen reported that he had met with the Staff Advisory Council to discuss these new rules.
3. Consideration to Replace Maintenance Specialist, Giles Brown
 - a. In Mr. Brown's absence, Dr. McMillen made the request to replace the maintenance specialist position (Robert Clements). Upon a motion and second by Dr. Organ and Mr. Truxal, the motion passed unanimously.

Informational Items:

1. Policy Update 31 (Local) Review, Dr. Jeremy McMillen- Please have any updates to Dr. McMillen/Dr. Harris by the end of the day tomorrow in order to prepare the Board of Trustees' Packet for the June 28, 2016 meeting.
2. Gary Paikowski is currently working on two contracts (wireless spectrum and wireless tower) to have ready for the board packet for the June 28, 2016 meeting.

3. Grant Updates

a. On-Going Updates

- i. Skills Development
- ii. Veterans Center for Excellence
- iii. Adult Basic Education (AEL) – currently looking for an interim director
- iv. Student Support Services
- v. T-STEM 2015-2016 Wrap-Up
- vi. T-STEM 2016-2018 Funds have been awarded. Will begin disbursement in August. Clarification was made that award amounts can be determined by institution on a student-by-student basis.
- vii. Smith Foundation Scholarships
- viii. EMS Local Projects Grant – Closing August 2, 2016
 1. Joanna added that POs must be dated by August 2nd for the award

b. Considering

- i. Jobs and Education for Texans (JET) Grant – Submitted
- ii. NSF/ATE – Due October 1, 2016
 1. Steve Davis sends in reports every two months
 2. Steve added that GC must hire an outside consultant to review grant
 3. Grant progress is on-time to be completed by due date
 4. Title III – Strengthening Institutions (next award year is 2017)

c. Submitted Grants (waiting on a response)

- i. Texoma Health Foundation (Dental Lab Mannequins) – hope to have a response by the end of June
- ii. Caterpillar Foundation (ATE Awareness)- End of August
- iii. EBSCO Solar
- iv. Hoblitzelle Foundation (Infant Mannequins)- End of August
- v. Noble Foundation (Nursing Mannequins) – End of August
- vi. Dual Credit Career and Technical Education- Equipment Grant

d. Updates on New Grants from Meeting

- i. Texas Fast Start III – Submitted by D. Forrester
- ii. Texas Health Foundation (Faculty Salaries) – Due July 2016
- iii. Perkins Grant: Due July 14th; Steve is working on budget with the help of his Chairs. He will send a budget draft for review. Steve is also getting a list of Perkins Requested Budget Items for Dr. McMillen to share with the board.

Future Topics:

1. Gainful Employment is due July 28, 2016
2. Dr. Organ will email out dates for FERPA training for faculty and staff. Dr. McMillen has requested that we compile our current FERPA policies/practices to have for training.