

To: Giles Brown
Regina Organ
Dava Washburn
Gary Paikowski

Randy Truxal
Debbie Smarr
Mary Linder

Jeremy McMillen

EXECUTIVE COUNCIL MEETING
Board Room 100D
9:00am on August 10, 2016

Meeting Minutes

Present:

Dr. Jeremy McMillen
Mr. Giles Brown
Mr. Gary Paikowski
Dr. Regina Organ
Dr. Dava Washburn
Dr. Chase Machen
Dr. Debbie Smarr
Dr. Kim Williams
Mr. Steve Davis
Mr. Leon Deutsch

Mrs. Joanna Barnes
Mrs. Djuna Forrester
Mrs. Amy Evans

Absent:

Dr. Molly Harris
Dr. Brad Weart

Guest:

Amanda Schroeder

New Business:

1. Exceptions Formula/Policy- Dr. Dava Washburn moved to revise the formula/policy to reflect 2014-2015 numbers for formula. After a second by Dr. Regina Organ, the motion passed.
2. Dean Joanna Barnes requested approval for a new nursing position. The new position requires a bachelors degree and includes clinical teaching. Dr. Regina Organ moved approve the reclassification of AND position to a Clinical Teaching Assistant (CTA) with 24 SCH. Upon a second by Dr. Dava Washburn, the motion passed.
3. Dean Djuna Forrester proposed an Assistant Director of Adult Education, an Assistant of English as a Second Language, a full-time Intake Advisor, and a full-time Navigator. These positions are all grant funded. Dr. Organ moved to approve these positions/postings provided the positions can be funded through the grant monies. Upon a second by Dr. Dava Washburn, the motion passed.
4. Vice President Giles Brown discussed his email on Purchasing/Accounts payable. No action was taking.

Informational Items:

1. Grant Updates
 - a. On-Going Updates

- i. Skills Development Funds
- ii. Veterans Center for Excellence
- iii. Adult Basic Education (AEL)
- iv. Student Support Services (SSS)
- v. T-STEM 2015-2016- wrapping up this summer
- vi. T-STEM 2016-2018- funds have been awarded. Will begin disbursement in August.
- vii. Smith Foundation (Scholarships)
- viii. EMS Local Projects Grant- closing August 2, 2016
- b. Considering
 - i. NSF/ATE- Due October 1, 2016
 - ii. Texas Health Foundation (Faculty Salaries)- Due July 2016
- c. Submitted Grants (waiting on a response)
 - i. Texoma Health Foundation (Dental Lab Mannequins)
 - ii. Caterpillar Foundation (ATE Awareness)- will know end of August
 - iii. EBSCO Solar
 - iv. Texas Fast Start III
 - v. Hoblitzelle Foundation (Infant Mannequins)- will know end of August
 - vi. Noble Foundation (Nursing Mannequins)- will know end of August
 - vii. Dual Credit Career and Technical Education- Equipment Grant
 - viii. Jobs and Education for Texans (JET) Grant
 - ix. Perkins

Interim Votes:

1. Consideration of 403(b) vendor rules. Approved July 27, 2016
2. Fill the position of Financial Aid Counselor. Approved July 27, 2016
3. Fill the position of Vocational Nursing Professor. Approved July 28, 2016
4. Fill the position of Admissions Specialist. Approved August 3, 2016