

Mountain Empire Community College

ADVISORY BOARD

Tuesday, July 19, 2016 at 4:30 p.m.

Room: Kline Foundation Boardroom

Call to Order

The Mountain Empire Community College Advisory Board met on Tuesday, July 19, 2016 at 4:30 p.m. in the Kline Foundation Boardroom at Mountain Empire Community College. Mr. David Graham, Chair, called the meeting to order.

Roll Call

SCOTT COUNTY

Carolyn Dishner – Yes
Bob Etherton – Yes
Adrienne Hood – Yes
Vacant

WISE COUNTY

Alane Lovern – Yes
Bonnie Elosser – Yes
Bobby Tuck – No
Teresa Adkins – Yes
Dennis Sturgill – Yes

LEE COUNTY

Vickie Brown – No
Gail Elliott – Yes
Stacy Munsey – Yes
David Graham – Yes

CITY OF NORTON

Tim Cassell – No

DICKENSON COUNTY

Burl Mooney – No

OTHERS ATTENDING

Ms. Lana Kennedy, Association of Classified Employees
Mr. Ron Vicars, Vice President of Finance and Administrative Services
Ms. Donna Stanley, Vice President of Institutional Advancement
Ms. Peggy Gibson, President's Assistant
Dr. Scott Hamilton, President

APPROVAL OF MINUTES

A motion was made by Ms. Bonnie Elosser to accept the May 13, 2016 minutes as presented. The motion was seconded by Ms. Adrienne Hood and passed unanimously.

ADMINISTRATIVE REPORTS

Mr. David Graham, Chair, reported on the following information items:

- Introduction of new Local Advisory Board member, Ms. Stacy Munsey, representing Lee County.

Committee Preference Forms

Mr. Graham requested that Board members return their *Committee Preference* and *Confidential Personal Data* forms to Peggy Gibson at the end of the meeting (See Attachment Number One and Two).

College Picnic Date

The date for the MECC College Fall Picnic is set for Tuesday, August 16, beginning at 12 noon in the Goodloe/Slemp Commons Area of Phillips/Taylor Hall. As the date gets closer, Ms. Gibson will mail invitations.

PRESIDENT'S REPORT – Dr. Scott Hamilton

ACTIVITIES REPORT

Dr. Hamilton reviewed with Board members his current community involvement that included memberships as well as a list of community activities from May 13, 2016 through July 17, 2016. (See Attachment Number Three)


Dr. Hamilton presented the President's Report on the following items: (See Attachment Number Four with Details)

Below is Dr. Hamilton's comments from his report:

- **Facilities Update** – Dr. Hamilton reported that Quesenberry's is nearing substantial completion on the construction project in Robb Hall to create a health care SIM lab area. There are no other major construction projects going on at this time.
- **Programs and Enrollment**
 - **Enrollment Report (See Attachment Number Five)**

Dr. Hamilton presented the Summer Semester 2016 Enrollment Report. MECC headcount for Summer Semester 2016 is 837 compared to 862 last year, a decrease of (3) percent. The College's FTE is 345 this year compared to 352 last year; down (2) percent. The College anticipates that with higher enrollment in Mountain Music School and additional training (accounting, Quicken, QuickBooks) for Frontier Secure, summer enrollment should finish slightly higher than last year. For comparison purposes, VHCC is up +5.67%, Wytheville is down -10.71% and SWVCC is down -13.89%.

Dr. Hamilton shared with the Board an article in the Coalfield Progress that just came out regarding MECC's request for CDBG (Community Development Block Grants) grant partnerships and funding from our municipalities and counties (Wise County and Town of Big Stone Gap) for two new programs that the College is hoping to develop (See Attachment Number Six).

-  **Frontier Secure** – Dr. Hamilton shared that MECC is assisting in the start-up of Frontier Secure by providing pre-employment training sessions to individuals interested in pursuing employment with the new company. MECC has already begun offering four courses in an 8-week format to assist Frontier in generating qualified job applicants and assist local residents in preparing for a job interview with the company. The courses that MECC is offering are Accounting 115 – Applied Accounting (3 credit hours); Accounting 215 – QuickBooks Online (3 credit hours); Marketing 260 – Customer Service Management (3 credit hours); and Accounting 124- Payroll Accounting – QuickBooks (3 credit hours). Dr. Hamilton mentioned that individuals who successfully complete the recommended courses will receive an interview and that there are reports that a number of MECC students have already been hired by Frontier. Dr. Hamilton also shared that he had received an email stating that the CEO of Frontier Secure was very impressed with the effort that MECC has put forth into providing training and support and plans to attend the grand opening of the new facility at the airport industrial park in order to recognize MECC's efforts. Dr. Vickie Ratliff and Fran Doyle have

worked tirelessly to make these classes happen and will continue to provide training as Frontier moves toward their goal of hiring 500 employees in the Wise County facility.

The cost to provide the Frontier job training is approximately \$1,800 per student. Dr. Hamilton reported that MECC has made a proposal that the Wise County Board of Supervisors apply for a \$200,000 Local Innovation CDBG grant to support pre-employment training cost for individuals who wish to pursue employment with Frontier Secure, but are ineligible for college financial aid. The college estimates that this grant will be sufficient to support the training of 100-150 individuals. Funding assistance will help to cover the cost of tuition, fees and materials and will eliminate a significant barrier to helping low to moderate income individuals prepare to pursue these jobs. (Wise County Board of Supervisors agreed to fund up to \$200,000).

- ✚ *Electrical Groundman/Lineman Program* – This program will prepare completers to enter the electrical power line construction field as an entry level employee. Dr. Vickie Ratliff and Donna Stanley have been actively seeking partners to help get this program started. Dr. Hamilton mentioned that the college has been interested in conducting a feasibility analysis for a Groundman/Lineman program for a number of years because many components of the required training are already offered by the college. He also reported that the college has initiated conversations with representatives of Old Dominion Power Company, Appalachian Power Company, and Dominion Power and that these utility companies are very supportive and indicate a strong demand for qualified lineman. Dr. Hamilton mentioned that in order to address the need for housing and food service for out-of-town participants, Flatwood Job Corps Center and MECC plan to enter into an agreement to offer at least part of the program at that site. Each session could last up to 13 weeks or longer and would include flagman training and CAST test preparation

Other partners for this initiative will be Wise County and possibly the Town of Big Stone Gap who will assist by sponsoring applications for CDBG (Community Development Block Grants) on the College's behalf. Dr. Hamilton and Ms. Donna Stanley discussed with Board members that the second CDBG request (\$200,000) would assist the college in providing matching funds for its pursuit of an Appalachian Regional Commission and Economic Development Administration POWER Initiative grant to establish the power groundman/lineman training program and could be an opportunity to employ displaced coal miners.

In addition, Ms. Donna Stanley added that the College is looking to submit an ARC POWER grant of \$1.5 million dollar grant to cover the expense of equipment such as bucket trucks, CDL program, instructors, and scholarships assistance for startup of this opportunity. The college is also applying for the new Workforce Training Grant, capacity building that the VCCS has issued, with a deadline of August 8. Ms. Stanley's thoughts are that only a small amount of money would probably come through this source and mentioned that the struggle would be trying to find a match for 1.5 million.

- ✚ *Cybersecurity program* – Program to train students to work as security technicians. Dr. Hamilton mentioned that this was another field with strong demand for qualified workers and that the College is seeking grant funding to assist with the development and implementation of this new program – cost per student could be \$10,000 or more. Donna Stanley added that the College has submitted three applications for this initiative with the main one being the ARC POWER application which was done as a consortium with UVA Wise and Southwest Community College - SWVCC being the lead applicant. Ms. Stanley mentioned that the 1.5 million dollar application went in as a pre-application and had just received notice this week that they are inviting a full application which was very good news. She also mentioned that a matching funds application (a little less than \$300,000) had been submitted to the Southwest Virginia Economic Development Committee – application is pending giving some preference to projects helping localities to get POWER money – problem noted is that they have 8 million

dollars in request with 19 projects requesting funding. Ms. Stanley also mentioned that one more application had gone in to NIST (National Institute of Standards & Development) for \$200,000 which would support scholarships and pipeline development doing internships and summer programs for youth.

Dr. Hamilton shared that MECC was presented with the President's Award for Excellence in Innovation in Education at the recent Southwest Virginia Technology Council awards banquet. The College was recognized for the training being done for Unmanned Aerial Vehicles operators here at MECC. Fred Coeburn, Thomas Clements, Fran Doyle, and Dr. Vickie Ratliff were in attendance representing MECC.

- **Budget**

Dr. Hamilton shared that MECC had received the finalized budget allocation from the VCCS; Mr. Ron Vicars reported on the following:

- ✚ a decrease in the Virginia Retirement System percentages
- ✚ tentative 3% increase for state employees (not yet confirmed – dependent on expected revenue)
- ✚ increased funding for Workforce Education - phased in type of funding which means the college will receive certain portions as the students move through their certification programs.

Mr. Vicars reported that overall, the College will see an increase of approximately \$700,000 dollars depending on how the state does this coming year with expected revenue and mentioned that most of these funds will be going toward percentage increases and other non-wage increases such as replacing old equipment, anticipated disabled students, etc. He mentioned that the budget has been a very good process and that we are seeing an increase of needs being met.

FOUNDATION and INSTITUTIONAL ADVANCEMENT REPORT - Ms. Donna Stanley

Ms. Donna Stanley reported the Foundation had raised \$262,277 dollars. She also shared that she had received notice that the pre-application was approved in Housing and Community Development and are in the final stages in submitting the final paper work for the ARC grant which will be another \$100,000. She also mentioned that there had been a Tobacco Commission request submitted earlier this year for \$72,309 for the SIM lab and that funding will be coming to us but would need to secure the match. Once all is complete, the total raised by the Foundation will be \$334,586 dollars with a goal for the year of \$600,000.

Ms. Stanley reported that the MECC Foundation is making great progress on its Major Gifts Campaign. The Foundation is now at \$9.3 million.

- ✚ Ms. Stanley reported that the Foundation Gala and the Auto World Golf Tournament were both very successful events and mentioned that the Gala had raised \$14,000 for the Great Expectations program.
- ✚ Ms. Stanley reminded Board members of the MECC-Wellmont Health System Golf Classic at the Cedar Hill Country Club which will be held on Friday, August 5, 2016 (**See Attachment Number Seven**). Registration will begin at 8:00 a.m. and a shotgun start will begin at 9:15 a.m. She mentioned that if anyone was interested in playing or sponsoring a team to please contact the Foundation office.



PRESIDENT'S STAFF REPORTS

VICE PRESIDENT OF ACADEMIC AND STUDENT SERVICES – Dr. Vickie Ratliff

No report - Dr. Ratliff was attending the SACSCOC in Grapevine, TX

VICE PRESIDENT OF FINANCIAL & ADMINISTRATIVE SERVICES – Mr. Ron Vicars

Mr. Vicars reported on the following items:

-  *Personnel Report* – Mr. Vicars reviewed the personnel report with board members (See Attachment Number Eight).
-  *Local Funds Expenditure Report (See Attachment Number Nine)* – Mr. Vicars reviewed the Local Funds Expenditure Report ending June 30, 2016. Mr. Vicars brought to the Boards attention the negative amount in the Fiscal Operations sections and mentioned that this was due to a postage reimbursement that was not received until after June 30. The amount received for offset was \$6,792.

COMMITTEE REPORTS

Executive Committee

No reports

OLD/NEW BUSINESS

PUBLIC COMMENTS

NEXT MEETING DATE

The next meeting date will be Tuesday, September 20. Meeting and dinner will be held at Dr. Hamilton's residence in Stickleyville.

ADJOURNMENT

There being no further business the meeting adjourned at 5:17 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Scott Hamilton", written over a horizontal line.

Scott Hamilton, President & Secretary to the Board

APPROVED:

A handwritten signature in blue ink, appearing to read "John P. Mahan", written over a horizontal line.

Chair/Vice Chair of the Board

A handwritten date "9-20-16" in blue ink, written over a horizontal line.

Date

AGENDA
MOUNTAIN EMPIRE COMMUNITY COLLEGE
BOARD MEETING
Tuesday, July 19, 2016
4:30 p.m.
Kline Foundation Boardroom

1. Welcome and Call to Order – Mr. David Graham, Chair
2. Approval of May 13, 2016 Board Meeting Minutes
3. Administrative Reports
 - A. Chair – Mr. David Graham
 - ✚ Recognition of Guests and New Board Members
 - ✚ Recognition of New Board Members
 - Ms. Stacy Munsey – (Lee County)
 - Mr. Tim Cassell – (City of Norton)
 - ✚ Committee Preference Forms
 - ✚ MECC Local Advisory Board – Confidential Personal Data Form (optional)
 - ✚ College Picnic – Goodloe Center/Slemp Commons
Tuesday, August 16 starting at noon
 - B. President's Report – Dr. Scott Hamilton
 - Enrollment
 - General Information
 - C. Foundation Report – Ms. Donna Stanley
 - D. President's Staff Reports
 - Academic and Student Services – *Dr. Vickie Ratliff is attending the SACSCOC Conference in Grapevine, TX*
 - Financial and Administrative Services – Mr. Ron Vicars
 - Institutional Advancement – Ms. Donna Stanley
4. Committee Reports
5. Old/New Business
6. Public Comments/Other
7. Next Meeting Date – September 20, 2016 (Dr. Hamilton's Residence)
8. Adjournment – Dinner at the John Fox House





TO: MECC Advisory Board Members

FROM: Mr. David Graham, Chair

DATE: June 30, 2016

SUBJECT: Committee Preference Form

Below is information concerning Advisory Board committees. Please review the information and indicate on the form below **your first, second, and third preferences** for committee membership.
Please return the form to Peggy Gibson the day of the board meeting or by mail/email.

Committee assignments for the coming year will be made at the next Executive Committee meeting and announced at the full board meeting in September.

**Mountain Empire Community College Advisory Board
Committee Preference Form
2016-2017**

Executive Committee _____

Finance and Facilities Committee _____

Curriculum and Student Affairs Committee _____

Board Member Signature

Section 1.15. Committees of the Board

There shall be an Executive Committee, Curriculum and Student Affairs Committee, and Finance and Facilities Committee. The Board may by resolution designate other committees with authority limited to that prescribed in the resolution appointing them.

A. Executive Committee

Number and Appointment of Members

The Executive Committee shall consist of the chair of the College Board and five other members appointed by the chair such that there shall be not fewer than one member from each of the sponsoring political subdivisions.

General Powers

The Executive Committee shall advise and aid the President of the College in all matters concerning its interest in the management of the College, and, when the Board is not in session, the Executive Committee shall have and exercise all the power of the Board with reference to the conduct of the business of the College. All actions of the Executive Committee must have the unanimous vote of all those members present. In addition, the Executive Committee shall be responsible for the following Board responsibilities:

1. review all reports of audits and the college President's response to such reports,
2. review and approve the college annual report prepared by the College President, and
3. other matters referred to the Committee by the chair of the Board.

Meetings

Meetings of the Executive Committee shall be called upon notice by the chair or any two members of the Executive Committee. In the event the Executive Committee acts in the name of the Board, it shall report such action at the next regular meeting of the Board.

Quorum

At any meeting of the Executive Committee, the chair and three other members shall constitute a quorum but any action of the Executive Committee, to be effective, must be authorized by affirmative vote of all the members thereof present at the meeting.1-15

B. Finance and Facilities Committee

The Finance and Facilities Committee shall be responsible for reviewing all matters relative to the following Board responsibilities and shall report its recommendations to the College Board for action:

1. college site plan and the design and construction of college facilities,
2. local funds budget and financial statements,
3. vending commission and auxiliary budget and financial statements, and
4. other matters referred to the Committee by the chair of the Board.

C. Curriculum and Student Affairs Committee

The Curriculum and Student Affairs Committee shall be responsible for reviewing all matters relative to the following Board responsibilities and shall report its recommendations to the College Board for action:

1. development and evaluation of the College's program of education,
2. community participation in program planning and development,
3. new curriculum proposal and proposals for program discontinuation,
4. development and evaluation of the College's community service program,
5. regulations on student conduct,
6. other matters referred to the Committee by the chair of the Board.

MECC Local Advisory Board – Confidential Personal Data Form

Please complete all information

Personal Information

Full name	
Nickname	
Home address	
Home phone	
Mobile or cellular phone	
Preferred fax number	
Preferred e-mail address	
Spouse	
Birthdate – Month and Day only	

Business Information

Company	
Business address	
Job title	
Business phone	
Business fax	
Business e-mail address	
Assistant's name and phone	
Web page address	

Emergency Contact Information

In case of emergency, contact	
Emergency contact's address	
Emergency contact's phone	

MECC seeks jobs grants

KATIE DUNN
STAFF WRITER

WISE — County supervisors last Thursday tentatively lent their support for the county to apply for two jobs training program grants on behalf of Mountain Empire Community College.

MECC President Scott Hamilton asked the board to apply for two Virginia community development block grants, each totaling \$200,000, to aid its pursuit of providing pre-employment training for Frontier Secure and to establish a power groundman/lineman training program.

Supervisors agreed to fund up to \$200,000 per request, but asked that the college first seek other possible funding partners. Concerns were voiced about the fact that the county is nearing its \$2.5 million CDBG eligibility limit.

During a break in last week's meeting, County Administrator Shannon Scott said the county's cur-

rent balance for other CDBG-funded projects totals \$1.8 million. This means if the county applies for an additional \$400,000 on behalf of MECC, it will only be eligible to apply for \$300,000 until it pays off other projects. District 4 Supervisor Dana Kilgore said there might be Wise County Public Service Authority projects that will require CDBG funding, which could be restricted if the county approves MECC's application request. Kilgore also serves on the PSA board. District 1 Supervisor Fred Luntsford, who also serves on the PSA board, said PSA Executive Director Alan Harrison had been made aware that day of the potential conflict. Harrison planned to look into the issue, but Luntsford said he had not heard any response as of the meeting.

District 4 Supervisor Robby Robbins asked MECC officials whether the county could provide a lesser amount that would still benefit the college's efforts. Vickie Ratliff, MECC vice president of academic and student services, responded that the college would accept whatever amount the county thought it could provide. The cost to provide the Frontier job training is about \$1,800 per person, and the cost per student for the lineman/groundman program could be \$10,000 or

► MECC

FROM PAGE 1

more, she said. "We'll serve as many people as we can and will make our dollars stretch as far as they can go."

THE PROJECTS

The college's Frontier Secure request seeks a local innovation CDBG to help provide training for people interested in applying for employment. Frontier recently announced it will employ 500 people at a telecommunications customer care center in Wise. MECC has begun offering eight-week courses aimed at producing qualified job applicants and to assist local residents in preparing for job interviews.

Those who complete the four courses are guaranteed an interview, noted Hamilton. Thirty-eight people went through the initial training cohort, and Hamilton said a second 23-person cohort recently began taking classes. A letter from the college included in supervisors' packets states a third training cohort will begin Aug. 22.

Hamilton said the college is seeking funding assistance to cover the cost of tuition, fees and materials for individuals ineligible for college financial aid. The letter included in supervisors' packets states this assistance "will help in generating more participation in the cohorts and will eliminate a significant barrier to helping low to moderate income individuals prepare to pursue these jobs." It also states the \$200,000 will likely support training for 100 to 150 people.

The second \$200,000 request would assist the college in providing matching funds for its pursuit of an Appalachian Regional Commission and Economic Development Administration POWER Initiative grant to establish a power groundman/lineman training program. Hamilton told supervisors this could be one opportunity to employ

displaced coal miners. The college is asking that the county apply for a local innovation grant on its behalf.

As more employees retire, Hamilton said there is a "growing need" in the power industry for groundmen and power linemen. A letter about the request included in supervisors' packets states an "average employee at the lower level make salaries of around \$60,000 to \$65,000, due to overtime."

The letter also states receipt of a POWER grant could "potentially cover most of the start-up costs" for the program and assist initial operating costs. The college estimates it could train between 36 and 45 people annually through the program.

Hamilton said the college also plans to partner with Flatwoods Job Corps Center in establishing the program. The center can provide housing and food services for out-of-town participants and training space, he explained. Hamilton said the partnership will also allow Flatwoods students to enroll in the program.

The college believes creating the program will greatly serve the area, added Donna Stanley, MECC's vice president of institutional advancement and executive director. She noted that there are currently waiting lists for similar programs in other states. The college's letter states the closest groundman/power lineman programs are at Southside Community College in Blackstone, Va., which also happens to be the only program offered in Virginia, and at Somerset Community College in Somerset, Ky.

Kilgore asked whether the college had contacted power companies about contributing matching funds for the grant. Ratliff said some companies have indicated they can provide lower-cost materials and supplies, but cannot commit to providing scholarship funding. "Truly tuition assistance is a real need in our area," she added.



Mountain Empire
Community College Foundation



Wellmont
Health System

Golf Classic

In memory of Shannon O. Evans

Friday, August 5, 2016

**Cedar Hill Country Club
Jonesville, Virginia**

*Proceeds benefit scholarships for
Mountain Empire Community College students.*

Corporate Sponsorship Levels:

Bronze - \$500

Silver - \$1,000

Gold - \$1,500 & up

Bronze: receive a complimentary team & a hole sponsorship
Silver: receive two complimentary teams & a hole sponsorship
Gold: receive two complimentary teams, a hole sponsorship & an opportunity to speak at the event.

*For more information, call Brandi McAfee at 276-523-7466,
or e-mail her at bmcafee@mecc.edu.*

Captain's Choice

Four-Person Teams, Two Flights

**8 a.m. - 9 a.m. Breakfast, Registration,
Warm-up & Practice
9:15 a.m. Shotgun Start**

Entry Fees:

Player: \$75

Four-Person Team: \$300

(Entry fee includes breakfast, range balls, mulligan package, cart, green fees, & lunch.)

Hole Sponsorships - \$50

Putting & Chipping Contests: \$5 each
(Check boxes on entry form to enter.)

**Most Accurate Drive Contest - Free
Closest to the Pin Contest - Free**

Hole-in-One Prize:

Sponsored by

Freedom Chevrolet

Big Stone Gap



2016 Chevy Sonic

Entry Form

My company would like to be a *Corporate Sponsor* of the tournament. Level _____

My company would like to sponsor a hole (\$50). Yes _____ No _____

Company/Team Name _____ Contact Person _____ Phone _____

Player 1 _____ Putting \$5 ☐ Player 2 _____ Putting \$5 ☐

Telephone _____ Chipping \$5 ☐ Telephone _____ Chipping \$5 ☐

E-Mail Address _____ E-Mail Address _____

Player 3 _____ Putting \$5 ☐ Player 4 _____ Putting \$5 ☐

Telephone _____ Chipping \$5 ☐ Telephone _____ Chipping \$5 ☐

E-Mail Address _____ E-Mail Address _____

**Complete Entry Form by July 22, and mail to Brandi McAfee, MECC Foundation, 3441 Mountain Empire Road, Big Stone Gap, VA 24219.
You may also fax to 276-523-7485 or e-mail to bmcafee@mecc.edu. Please make check payable to MECC Foundation.**

President's Report 05/13/2016

Facilities Update

Quesenberry's is nearing substantial completion on the construction project in Robb Hall to create a health care simulation laboratory area. There are no other major construction projects going on at this time.

Programs

Enrollment – our Summer enrollment, as of Monday, July 18 is down 7 FTE or -2.08% compared to this time last year. We anticipate higher enrollment in Mountain Music School and we have additional training for Frontier Secure so our expectation is that we will finish summer term slightly higher than last summer. For comparison:

SWVCC	- 13.89
VHCC	+5.67
WCC	-10.71

MECC is currently working on two new programs for the college. Because of limited funding to begin new programs, the Development office has been working hard to find funding to help develop these new programs. One program is an Electrical Groundman/Lineman program that will prepare completers to enter the electrical power line construction field as an entry level employee. Dr. Vickie Ratliff and Donna Stanley have been actively seeking partners to help us get this program started. We have met with representatives from the utility companies who are very supportive and indicate a strong demand for qualified linemen. Other partners will be Wise County and possibly the Town of Big Stone Gap who will assist by sponsoring applications for Community Development Block Grants.

The second program that MECC is seeking funds for is a Cybersecurity program to train students to work as security technicians. This is another field with strong demand for qualified workers and the College is seeking grant funding to assist with the development and implementation of this new program.

Training for prospective Frontier Secure employees is continuing with the second round of training classes taking place right now. We have received a number of reports that our students are getting jobs at Frontier. I received an email that said that the CEO of Frontier Secure was very impressed with the effort that MECC has put into providing the training to support them and plans to come to the grand opening of the new facility at the airport industrial park to recognize the efforts of MECC. Dr. Vickie Ratliff and Fran Doyle have worked tirelessly to make these classes happen and will continue to provide training as Frontier moves toward their goal of hiring 500 employees in the Wise Co. facility.

MECC was presented with the President's Award for Excellence in Innovation in Education at the recent Southwest Virginia Technology Council's annual awards banquet. The College was recognized for the training being done for Unmanned Aerial Vehicles operators here at MECC. Fred Coburn, Thomas Clements, Fran Doyle and Dr. Vickie Ratliff were in attendance representing MECC.

Budget

We have received our finalized budget allocation from the VCCS. Ron Vicars, VP of Finance will report on the budget situation.

President's Activity Report – May 2016 – July 2016

<u>Date</u>	<u>Activities</u>
5/17	SWVA Public Education Consortium Lee County Board of Supervisors
5/19	Business Appreciation Luncheon – Wise Co. Chamber
5/23	Lonesome Pine Hospital Board of Directors Meeting
6/3	VCCS Student Success Regional Meeting
6/8	Meeting with power co. representatives on Lineman program
6/13-15	ACOP meeting – Richmond
6/16	Breakfast meeting with Richard Antcliff – Inn at Wise
6/16	SWVTC Awards Banquet – Abingdon
6/29	Frontier Select Announcement – Inn at Wise
7/14	Manufacturing Technology Center Board Meeting Wise County Board of Supervisors
7/18	Meeting with Cotton Stone on CDBG Lonesome Pine Hospital Board meeting

**SUMMER SEMESTER 2016
PRELIMINARY ENROLLMENT REPORT**

HEADCOUNT	7/14/15	7/19/16	% CHANGE
Full-Time	101	99	(2)
Part-Time	761	738	(3)
Male	274	274	0
Female	588	563	(4)
Total	862	837	(3)

FTES	7/14/15	7/19/16	% CHANGE
	352	345	(2)

Local Fund Expenditures

Ending June 30, 2016

Category	Budget 2015 - 2016	Expenditures To Date	Budget Balance
I. Contributions of Localities:			
A. Maintenance & Operation:			
College Board	\$ 5,000	\$ 5,429	\$ (429)
President's Office	\$ 23,000	\$ 22,662	\$ 338
Fiscal Operations	\$ 3,000	\$ 8,281	\$ (5,281)
Student Aid	\$ 30,000	\$ 29,945	\$ 55
Home Craft Days	\$ 35,000	\$ 31,653	\$ 3,347
Mountain Music School	\$ 26,000	\$ 22,805	\$ 3,195
Site Development	\$ 3,000	\$ -	\$ 3,000
Total Maintenance & Operation	\$ 125,000	\$ 120,775	\$ 4,225
B. Small Business Center	\$ 30,250	\$ 30,250	\$ -
Total Contributions of Localities	\$ 155,250	\$ 151,025	\$ 4,225
II. Student Activity Fee & Vending Commissions:			
A. Student Activities	\$ 64,000	\$ 64,000	\$ -
B. Vending Operation Expenses	\$ 5,000	\$ 194	\$ 4,806
Total Student Activity Fee & Vending Commissions	\$ 69,000	\$ 64,194	\$ 4,806
III. General Auxiliary Fee:	\$ 200,000	\$ 145,884	\$ 54,116
IV. Bookstore			
A. Salaries	\$ 205,000	\$ 200,000	\$ 5,000
B. Textbooks and Supplies	\$ 914,000	\$ 833,897	\$ 80,103
C. Operating	\$ 50,000	\$ 41,916	\$ 8,084
D. Transfer to capital projects - One Stop Center	\$ 300,000	\$ -	\$ 300,000
Total Bookstore	\$ 1,469,000	\$ 1,075,813	\$ 393,187
V. Contingency and Interest Income			
A. Transfer to capital projects - One Stop Center	\$ 100,000	\$ -	\$ 100,000
Total Contingency and Interest Income	\$ 100,000	\$ -	\$ 100,000
VI. Construction Projects			
A. Dalton-Cantrell Hall Renovation Site Work	\$ 18,585	\$ -	\$ 18,585
B. Solar Training Roof	\$ 5,075	\$ -	\$ 5,075
C. Parking Lot A-B Improvements	\$ 3,371	\$ -	\$ 3,371
D. One Stop Center	\$ 400,000	\$ -	\$ 400,000
Total Construction Projects	\$ 427,031	\$ -	\$ 427,031
TOTAL ALL	\$ 2,420,281	\$ 1,436,916	\$ 983,365

MOUNTAIN EMPIRE COMMUNITY COLLEGE

PERSONNEL UPDATE JULY 2016

<u>EMPLOYEE</u>	<u>POSITION</u>
<u>NEW HIRES</u>	
Pamela Mullins Wise	Accepted the restricted wage position, Administrative and Office Specialist II, in the Center for Student Outreach and Success effective June 6 replacing Melissa McKinney
Christy Owens Coeburn	Accepted the restricted classified position, Education Support Specialist III (Career Coach), in the Center for Student Outreach and Success effective August 1 replacing Susan Cassell
<u>TRANSFER HIRES</u>	
Margaret Shepherd Jenkins	Accepted the classified position, Administrative and Office Specialist III (Accounts Payable), in the Business Office effective June 24
Ginger Helms Weber City	Accepted the restricted classified position, Education Support Specialist III (Career Coach), in the Center for Student Outreach and Success effective August 1
<u>RESIGNATIONS</u>	
Susan Cassell Kingsport	Resigned effective June 2, the restricted wage position, Education Support Specialist II (Career Coach), in the Center for Student Outreach and Success
Carol Grace Big Stone Gap	Resigned effective June 2, the restricted wage position, Education Support Specialist II (Career Coach), in the Center for Student Outreach and Success

OPEN POSITIONS

Interviews were held on July 7 for the classified position, Printing Technician III, in the Print Shop located in the Physical Plant replacing Preston Layne

Screening Committees are reviewing applications for the following positions:

- Classified position, Education Support Specialist III (Great Expectations and Student Activities Coordinator) in Student Services replacing Jayne Stamper with the position closing June 17
- Wage Position, Library Specialist I, in the Wampler Library replacing Damean Matthews with the position closing June 17