AGENDA

MOUNTAIN EMPIRE COMMUNITY COLLEGE BOARD MEETING

TUESDAY, January 17, 2017 4:30 p.m. Kline Foundation Boardroom

- Welcome and Call to Order Mr. David Graham, Chair
- 1. Approval of November 15, 2016 Minutes
- 2. Administrative Reports
 - A. Chair Mr. David Graham
 - 1. Recognition of Guests
 - B. President's Report Dr. Scott Hamilton
 - C. Foundation Report Ms. Donna Stanley
 - D. President's Staff Reports
 - 1. Academic and Student Services Dr. Vickie Ratliff
 - 2. Financial and Administrative Services Mr. Ron Vicars
 - 3. Institutional Advancement Ms. Donna Stanley
- 3. Committee Reports
 - A. Executive Committee
 - 1. 2017 Professor & Support Staff Emeritus Nominations
 - 2. Presidential Opinion Survey Results Closed Session
 - 3. Presidential Search items Closed Session
- 4. Old/New Business
- 5. Public Comments/Other
- 6. Next Meeting Date Tuesday, March 14, 2017
- 7. Adjournment



Notes for Chair, Mr. David Graham Advisory Board Meeting Tuesday, January 17, 2017 at 4:30 p.m.

- 1. Welcome and call to order
- 2. Ask for approval of minutes from November 15, 2016 board meeting
- 3. Administrative Reports
 - A. Chair Recognition of Guests
 - o Dr. Vickie Ratliff, Ron Vicars, Donna Stanley, and Peggy Gibson
 - o Sarah Gilliam Faculty Senate Chair
 - o Lana Kennedy President of the Association of Classified Employees
 - B. President's Report Dr. Hamilton will give his report
 - C. Foundation Report Ms. Donna Stanley
 - D. President's Staff Reports
 - ❖ Academic and Student Services Vickie Ratliff
 - Financial and Administrative Services Ron Vicars
 - Institutional Advancement Donna Stanley
- 4. Committee Report No reports
 - A. Executive Committee -
 - 1. 2017 Professor & Support Staff Emeritus Nominations
 - (need a motion and a second for each of the nominations)
 - 2. Closed Session (Presidential Opinion Survey, Presidential Items, and Presidential Search Survey)
 - Ask for a motion to go into closed session (I will ask one of the Board members to read the motion)
 - 3. Returning to Open Session
 - When everyone returns, ask for a motion to come out of closed session (I will ask one of the Board members to read the motion before I poll each member to respond to the questions)
 - 4. Letter to the Chancellor
 - > Ask for a motion and a second to approve the letter to the Chancellor
 - B. Finance and Facilities Committee no report
 - C. Instruction and Curriculum Committee no report
- 5. Old/New Business
- 6. Next Meeting Date January 17, 2017
- 7. Adjournment Please ask all Board members to leave all confidential material (Surveys and letter) with Peggy before they leave.

Mountain Empire Community College

ADVISORY BOARD

Tuesday, January 17, 2017 at 4:30 p.m. Room: Kline Foundation Boardroom

Call to Order

The Mountain Empire Community College Advisory Board met on Tuesday, January 17, 2017 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	WISE COUNTY	LEE COUNTY
David Kindle – Yes Bob Etherton - No Adrienne Hood – No Rodney Baker – Yes	Alane Lovern – Yes Bonnie Elosser – Yes Bobby Tuck – No Teresa Adkins – Yes Dennis Sturgill – No	Vickie Brown – No Gail Elliott – No Stacy Munsey – Conference Call David Graham – Yes
CITY OF NORTON	DICKENSON COUNTY	

OTHERS ATTENDING

Tim Cassell – Yes

Ms. Lana Kennedy, Association of Classified Employees

Dr. Vickie Ratliff, Vice President of Academic and Student Services

Mr. Ron Vicars, Vice President of Financial and Administrative Services

Burl Mooney - No

Ms. Donna Stanley, Vice President of Institutional Advancement

Ms. Peggy Gibson, Executive Assistant

Dr. Scott Hamilton, President

APPROVAL OF MINUTES

A motion was made by Ms. Bonnie Elosser to accept the November 15, 2016 minutes as presented. The motion was seconded by Mr. Tim Cassell and passed unanimously.

ADMINISTRATIVE REPORTS

Mr. Graham reported on the following information items:

Recognition of Special Guests included:

- Lana Kennedy Representing Association of Classified Employees
- Sarah Gilliam Representing Faculty Senate

PRESIDENT'S REPORT - Dr. Scott Hamilton

Dr. Hamilton presented to the Board the Mid-Year Progress Report and other updates: (See Attachment Number One with Details)

2016-2017 Objectives

- Connection Objective Increase MECC annual admission applications from 1209 to 1250 by 2018 (decreased F2015)
- Entry Objective increase MECC admissions application enrollment from 55% to 58% by 2017 (increased by 1.7%)
- Progression Objective increase MECC Fall-to-sprig retention to 73% by 2017 (increased 3.83% to 70.41%, highest increase in the VCCS)
- o Increase MECC Fall-to-Fall retention to 43% by 2017 (decreased slightly)
- Increase the number and percent of students for which the college obtains evidence of industry certification or license completion – Dr. Hamilton mentioned that MECC is number two in the State - (baseline 552)

Affordability and Sustainability Objectives

- Support VCCS initiatives to secure resources for an outcomes based funding formula for workforce credentials.
- O Secure continued funding to support the Career Coaches and the Great Expectations program.
- o Continue to operate the college as efficiently as possible.

Budge Update

- After being exempt from across-the-board reductions in FY 2017, higher education institutions face a 5% General Fund (GF) budget reduction in FY 2018 (excluding NSU and VSU)
- VCCS GF reduction is \$19.72 million of the \$76 million for all public higher education institutions.
- In addition, higher education budgets will be reduced next year for the second part of the recovery of a past VRS repayment. VCCS reduction is \$2.25 million. This cut is supposed to occur in this biennium only.
- Total proposed FY 2018 GF Reduction for VCCS \$21.97 million applies to E&G (Credit and general operations) and Economic Development (noncredit).
- \$1.0 million additional funding provided in FY2017 to address the high than expected demand for incentive funding for the Workforce Credential Grant Program. No reduction made to the program in FY2018.
- Colleges will not receive interest earned on tuition revenue and credit card rebates.
- Additional funding of \$699,677 included for expected growth in the Two-Year College Transfer Grant Program.
- Move allocation of \$3.9 million of student financial aid from SCHEV to VCCS in FY2018. Level funding from FY2017 to FY2018.
- A 1.5% bonus provided for all state employees effective December 1, 2017 (no revenue contingency language).

How does the Budget Reduction for FY2018 affect MECC?

- The FY2018 budget will need to be reduced by approximately \$535.000.
- General Fund Reduction from the VCCS approximately \$310,000.
- > Tuition shortfall due to reduced enrollment (-5%) will be approximately \$225,000.

How will MECC make these budget reductions?

- > We will look at all operational expenses and operate as efficiently as possible.
- Partial hiring pause to see where we actually come out budget-wise.

VCCS Update

Shared Services Center

- MECC's share of the SSC costs will be taken out of TDIP funds for FY2018.
- Due to the Chancellor's Listening Tour in the fall, the Chancellor would like to see the Success Coach program continue and has committed an increase in the TDIP (Tuition Differential Incentive Payment) funding to expand the program in FY2018.

Challenges and Opportunities

Challenges -

- MECC will be faced with declining numbers of potential students due to demographics and outmigration.
- o Declining FTE will create financial challenges
- o Meeting the demands created by new State initiatives with limited staff.
- o Finding new ways to spur growth in enrollment
- o Identifying and serving new markets in the Workforce Education Division
- Dealing with the transition in leadership and charting a new course forward for the college.

Opportunities

- New businesses moving into the district increases employment and creates job training opportunities.
- o MECC can partner with economic developers to attract new employers to the region.
- Continue to develop new partnerships with other institutions and businesses to expand opportunities for our students.
- o Take advantage of funding opportunities to develop new programs
- o Continue our focus on student success to increase recruitment and retention.
- Change in leadership provides opportunities for fresh ideas and possible new directions for MECC.

Questions regarding Dr. Hamilton's report:

Mr. David Graham inquired as to how many teaching positions had not been filled due to the hiring pause. – Dr. Ratliff reported that as of right now the College was managing to teach section(s) of Biology, Chemistry, and English by adjunct faculty. Dr. Hamilton shared that there are plans to fill these positions in the future if the budget allows.

Mr. Rodney Baker inquired as to what percentage of employees the College had that were eligible for retirement? – Dr. Hamilton mentioned that several years ago an enhanced retirement was offered and

that a number of eligible employees retired at that time. However, due to the expense to the College, MECC has no plans to offer an enhanced retirement at this time.

FOUNDATION and INSTITUTIONAL ADVANCEMENT REPORT – Ms. Donna Stanley

Foundation Report:

Ms. Stanley reported year-end balance for 2016 of \$1,050,000 dollars. Of that sum; \$400,000 was the payment of the pledge from the Slemp Foundation; \$250,000 from grants that the Foundation prepared and matched; and the remaining balance was from private gifts raised through giving or special events.

Upcoming Events for the Foundation include:

o The John Fox, Jr. Festival <u>date not yet determined</u> Kimberly Brubaker Bradley, Author

10:00 a.m. - 12:00 p.m. Lee Smith, Author (Not yet confirmed)

Scholars Recognition Night April 12, 2017

6:00 p.m.

o MECC Foundation Gala <u>Tentative: May 20, 2017</u>

Annual Golf Tournament April 28, 2017

Institutional Advancement Report

Ms. Stanley reported that the College had received notice last week that the College had been awarded another maximum Tobacco Commission Grant in the amount of \$350,000 for FY2017/18 academic year scholarships. However, the grant is \$100,000 less than the current year which will put a challenge on our Financial Aid office in making the awards. In addition, strong emphasis have been placed for short term training programs and requested that part of the money be used for non-credit training. Ms. Stanley mentioned that there would need to be some internal conversations about the AIMS Higher program going forward because of the Commissions reorienting about what their priorities are.

Ms. Stanley reported that she is expecting to hear some exciting news regarding several grant opportunities that the College is waiting to hear from:

- Community Development Block Grant pending
- > POWER Lineman (2 applications)

The College is also planning to submit another Title III grant. RFP should be announced soon. Priority for this project will most likely be the "One Stop Shop".

Ms. Stanley announced to the Board that after 20 years of service to the College, she plans to retire in mid-April, 2017. There were several comments made by Board members regarding the incredible accomplishments that Ms. Stanley has made along with the testimonial that she is to the College and to the community. Because of Donna Stanley's leadership and hard work, the MECC Foundation has the number one endowment in the state of Virginia. What a legacy!

PRESIDENT'S STAFF REPORTS

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

Dr. Ratliff updated Board members on the following items:

Enrollment update

- Dr. Ratliff reported that spring enrollment was down approximately 10%. She also reported spring Dual Enrollment FTE of 77 compared to 171 last year at this time; down approximately 100. She shared that most of the high school rosters have not been turned in yet; however, potential for DE is looking very good. Final enrollment report is anticipated to be lower than last spring.
- Dr. Ratliff reported that as a result of some grants that had already been approved, MECC will be offering some specialized training in classes that are credit and non-credit.
- Cyber Security Program that was approved at our last meeting has been officially approved at the State level and reported that the class scheduled to begin tonight was over capacity. In addition, the VCCS has awarded an additional \$10,000 to target teachers that may be interested in teaching Cyber Security at the high school level.

Workforce and Economic Development update

- Training continues for Frontier Secure and anticipates increasing the types of training at their request.
- Meeting schedule for Monday in Richmond with a potential company that will be considered the area.
- Meeting scheduled for Tuesday with DMME in Charlottesville to look at a state wide curriculum.
- Drafting a contract with Mountain States to do several different training programs.

QEP

Dr. Ratliff shared that as a result of input from the Board and College, the "One Stop Shop" has been chosen as the QEP (Quality Enhancement Program) topic. The "One Stop Shop" involves centralizing advising and improving enrollment processes.

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 Two)

Local Funds Expenditure Report – Mr. Vicars reviewed the Local Funds Expenditure Report ending December 31, 2016. (See Attachment Number Three)

COMMITTEE REPORTS

Executive Committee

Due to lack of quorum, items discussed during the Executive Committee were brought before the full board for motion and approval. Ms. Stacy Munsey attended the meeting through a conference call.

Mr. David Graham submitted for approval the following names for 2017 Professor and Support Staff Emeritus:

Ms. Debbie Kindle – Support Staff Emeritus (See Attachment Number Four – Recommendation)

Mr. Reginald St. Clair - Professor Emeritus (See Attachment Number Five - Recommendation)

The motion was made by Ms. Bonnie Elosser and seconded by Mr. Rodney Baker to approve the recommendations. The motion passed unanimously.

Presidential Evaluation

EXECUTIVE SESSION

A motion was made by Ms. Bonnie Elosser and seconded by Mr. Rodney Baker that:

"The MECC Local Advisory Board go into Executive Session to discuss the Presidential items, Pursuant to Section 2.2-3711, sub-section A, sub-section 1 of the Code of Virginia."

RETURN TO OPEN SESSION

A motion was made by Ms. Alane Lovern and second by Mr. Tim Cassell to return to open session. The motion passed unanimously.

The MECC Advisory Board will submit a letter to the Virginia Community College System Chancellor, Dr. Glenn DuBois, confirming their collective high vote of confidence in the leadership of Dr. Scott Hamilton.

In addition, Mr. David Graham will contact and submit to Dr. Chris Lee, VCCS Associate Vice Chancellor, Human Resources Services, three to five priorities as a result of the Presidential Search Survey.

Finance and Facilities Committee

No Report

Curriculum and Student Affairs Committee

No report

OLD/NEW BUSINESS

PUBLIC COMMENTS

ADJOURNMENT

There being no further business the meeting adjourned at 6:35 p.m.

NEXT MEETING DATE

The next meeting date will be Tuesday, March 14, 2017

Respectfully Submitted,

deall Hamilton

Scott Hamilton, President & Secretary to the Board

APPROVED:

Chair/Vice Chair of the Board

Date

President's Update

Spring Semester 2017

2016/2017 Objectives

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- Progression Objective Increase MECC Fall-to-spring retention to 71% by 2017 (increased 3.83% to 70.41% highest increase in the VCCS)
- Increase MECC Fall-to-Fall retention to 43% by 2017 (decreased slightly)
- Completion Objectives Increase MECC annual graduates in AAS degrees, certificates and career studies certificates to 600 by 2017 (up 7%)
- Increase the number and percent of students for which the college obtains evidence of industry certification or license completion. (baseline 552)

2016/2017 Objectives

- Affordability and Sustainability Objectives
- Support VCCS initiatives to secure resources for an outcomes based funding formula for workforce credentials.
- Secure continued funding to support the Career Coaches and the Great Expectations program.
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Budget Update

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- Shared Services Center
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Challenges and Opportunities

- CHALLENGES
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- Declining FTE will create financial challenges.
- Meeting the demands created by new State initiatives with limited staff.
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- Identifying and serving new markets in the Workforce Education Division.
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Challenges and Opportunities

- **OPPORTUNITIES**
- New businesses moving into the district increase employment and create job training opportunities
- MECC can partner with economic developers to attract new employers to the
- Continue to develop new partnerships with other institutions and business to expand opportunities for our students
- Take advantage of funding opportunities to develop new programs
- Continue our focus on student success to increase recruitment and retention
- Change in leadership provides opportunities for fresh ideas and possible new directions for MECC

Challenges and Opportunities

CHANGE

- Change is the law of life. And those who look only to the past or present are certain to miss the future. John F. Kennedy
- After you've done a thing the same way for two years, look it over carefully. After five years, look at it with suspicion. And after ten years, throw it away and start all over. — Alfred Edward Perlman, New York Times, 3 July 1958
- You can't build an adaptable organization without adaptable people—and individuals change only when they have to, or when they want to. - Gary
- A wise person adapts to circumstances, as water shapes itself to the vessel that contains it. Chinese Proverb

THANK YOU!

about the students that come here to get an opportunity Thank you for your dedication to MECC and for caring for a better life!

SPRING SEMESTER 2017 PRELIMINARY ENROLLMENT REPORT

HEADCOUNT	1/19/16	1/17/17	% CHANGE
Full-Time Part-Time	1,090 827	936 747	(14) (10)
Male Female	721 1,196	662 1,021	(8) (14)
Total	1,917	1,683	(12)
FTES	1/19/16	1/17/17	% CHANGE
	1,315	1,165	(11)

	Number	Percent	Average
Dickenson County	171	10%	7%
Lee County	371	22%	19%
Scott County	228	14%	20%
Wise County	715	42%	38%
City of Norton	90	5%	5%
Other Virginia	45	3%	7%
Out-of-State	63	4%	3%

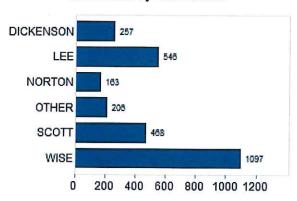
Jurisdiction

MECC Enrollment Report - Final Fall 2016

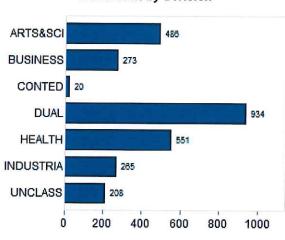
Headcount and FTES by Division

FTES HC DIVISION 378.93 ARTS&SCI 486 BUSINESS 273 200.13 CONTED 20 12.93 DUAL 934 405.93 **HEALTH** 551 370.60 INDUSTRIA 265 207.20 **UNCLASS** 208 35.20 Totals 2737 1610.93

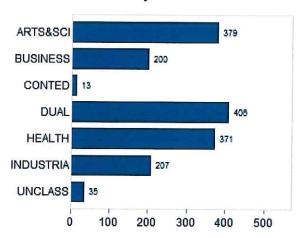
Headcount by Jurisdiction



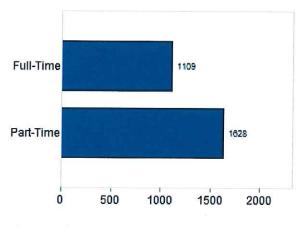
Headcount by Division



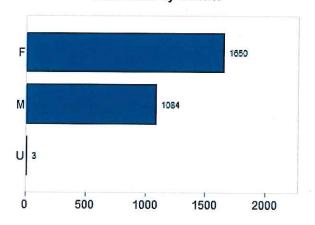
FTES by Division



Full-Time/Part-Time Enrollments



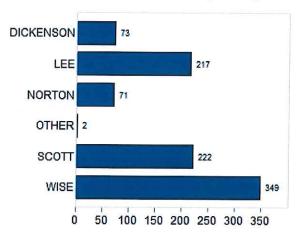
Headcount by Gender



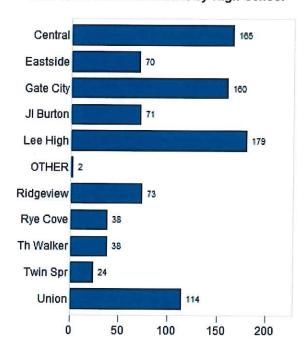
Compared to Fall 2015: Headcount was up 0.7% (2,737 to 2,718); FTES were down 4.8% (1,611 to 1,693)

MECC Enrollment Report - Final Fall 2016

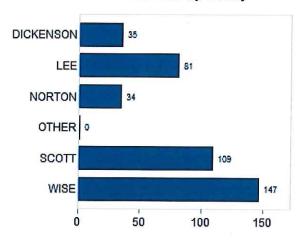
Dual Enrollment Headcount by County



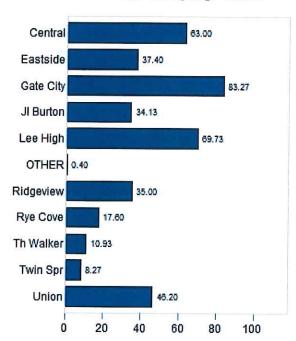
Dual Enrollment Headcount by High School



Dual Enrollment FTES by County



Dual Enrollment FTES by High School



FALL SEMESTER 2016 FINAL ENROLLMENT REPORT

HEADCOUNT	2015	2016	% CHANGE
Full-Time Part-Time	1,264 1,454	1,110 1,627	(12) 12
Male Female	1,070 1,648	1,086 1,651	1 0
Total	2,718	2,737	1
FTES	2015	2016	% CHANGE
	1,693	1,611	(5)

ANNUALIZED FULL-TIME EQUIVALENT STUDENTS

Summer Annualized FTES Fall Annualized FTES Spring Annualized FTES	2012-13 229 945 775	2013-14 193 904 765	2014-15 180 821 745	2015-16 177 847 761	2016-17 175 806
Total Annualized FTES	1,948	1,862	1,745	1,784	

(Totals may differ slightly from official data due to rounding)

Local Fund Expenditures Ending December 31, 2016

T	Ā	Category		Budget		Eupondituras		Dudant	
		Category	,	2016 - 2017		Expenditures To Date		Budget Balance	
1.		Contributions of Localities:						Duidillo	
	A	Maintenance & Operation:							
		College Board	\$	5,000	\$	2,406	\$	2,594	
		President's Office	\$	23,000	\$	9,637	\$	13,363	
		Fiscal Operations	\$	3,000	\$	34		2,966	
		Student Aid	\$	30,000	\$	4,555	\$	25,445	
		Home Craft Days		35,000	\$	26,270	\$	8,730	
		Mountain Music School	\$	26,000	\$	11,016	\$	14,984	
		Site Development	\$	3,000	\$	-	\$	3,000	
		Total Maintenance & Operation	\$	125,000	\$	53,918	\$	71,082	
L	В.	Small Business Center	\$	30,250	\$	15,125	\$	15,125	
7		Total Contributions of Localities	\$	155,250	\$	69,043	\$	86,207	
ole:									
II.	-	Student Activity Fee & Vending Commissions:	240						
		Student Activities	\$	80,000	\$	39,081	\$	40,919	
	В.	Vending Operation Expenses	\$	10,000	\$	1,269	\$	8,731	
		Total Student Activity Fee & Vending Commissions	\$	90,000	\$	40,350	\$	49,650	
m.		General Auxiliary Fee:	\$	180,000	\$	0.71294	\$	180,000	
IV.		Bookstore							
l V		Salaries	•	240,000	•	100 000	•	440.000	
		Textbooks and Supplies	\$	210,000 910,000	\$	100,000	\$	110,000	
		Operating	9	50,000	\$	479,333	\$	430,667	
		Transfer to capital projects - One Stop Center	Φ	300,000	\$	9,827	D D	40,173	
	٥.	Total Bookstore	\$	1,470,000	\$	589,160	\$	300,000 880,840	
		Total Bookstole	۱	1,470,000	Ψ	569, 160	Φ	000,040	
V.		Contingency and Interest Income		Contract of the last of the la				-	
	Α.	Transfer to capital projects - One Stop Center	\$	100,000	\$		8	100,000	
T.	E 102/	Total Contingency and Interest Income	\$	100,000	\$	15	\$	100,000	
		g-n-y and interest modifie		,00,000			-	100,000	
VI.	13	Construction Projects		THE RESERVE		THE RESERVE OF THE PARTY OF THE			
		Dalton-Cantrell Hall Renovation Site Work	\$	18,585	\$		\$	18,585	
		Solar Training Roof	\$	5,075	\$		\$	5,075	
		Parking Lot A-B Improvements	\$	3,371	\$		\$	3,371	
		One Stop Center	\$	400.000	\$		\$	400,000	
		Total Construction Projects	\$	427,031	\$		\$	427,031	
		TOTAL ALL	\$	2,422,281	\$	698,553	\$	1 722 729	
			Ψ	2,422,201	Ψ	090,053	Φ	1,723,728	

MOUNTAIN EMPIRE COMMUNITY COLLEGE

PERSONNEL UPDATE JANUARY 2017

EMPLOYEE	POSITION
New Hires	
Brandi Cooke Norton	Accepted the wage position, Administrative and Office Specialist II, in the Bookstore effective November 15 replacing Jessica Hall
Stacy Miniard Norton	Accepted the classified position, Financial Services Specialist I, in the MECC Foundation effective December 5 replacing Brad Ketron
Moneka Wilson Duffield	Accepted the wage position, Administrative and Office Specialist II, in Printing Services effective December 14
Ritchie Deel Big Stone Gap	Accepted the classified position, IT Specialist II (Network Engineer), in the Center for Computing and Information Technology effective January 3 replacing Shane Mullins
Ashvin "Ash" Raj Big Stone Gap	Accepted the grant-funded wage position, Education Support Specialist II (Cyber Security Grant Coordinator), in the Business and Information Technology Division effective January 3
RESIGNATIONS	
Suzie Cradic Big Stone Gap	Resigned effective January 3 the classified position, General Administration Manager I (Business Manager), in the Business Office to accept a position with the Big Stone Gap Housing Authority
Nikki Morrison Kingsport	Resigned effective January 3 the administrative position, Grants Coordinator, in the MECC Foundation to accept a position with Northeast State Community College

OPEN POSITIONS

Human Resources is accepting applications for the following positions:

- Grant-funded wage position, Education Support Specialist II (Career and Technical Recruiter/Retention Specialist), in the Allied Health Sciences Division. Reposted and position closed on January 16
- Wage position, IT Specialist I, in the Computing and Information Technology Center, replacing Wayne Beavers. Reposted and position closed January 16
- Classified position, General Administration Manager I (Business Manager), in the Business Office closed January 16 replacing Suzie Cradic
- Grant-funded administrative position, Grants Coordinator, in the MECC Foundation will close January 23 replacing Nikki Morrison
- Grant-funded faculty position, Computer Information Systems, in the Business and Information Technology Division reposted and will close January 25 replacing Nick Edwards





SUPPORT STAFF EMERITUS COMMITTEE RECOMMENDATION FOR 2017

Debbie Kindle

The Support Staff Emeritus Committee unanimously recommends Ms. Debbie Kindle for the 2017 Support Staff Emeritus Award. Ms. Kindle served the College for thirty-seven (37) years in the following roles:

0	1978-1979	Store Clerk B
•	1979-1992	Secretary - Division of Arts and Sciences
0	1992-2000	Secretary - Vice President of Finance & Facilities
0	2000-2015	Administrative Assistant - Office of the President

During her thirty-seven years at MECC, Debbie saw the campus grow and change in many ways while making valuable contributions in all the areas in which she served. Debbie was one of the most respected and well liked employees at MECC. In addition, Debbie was a very active member of the support staff. Below are a few of her accomplishments:

- Support Staff Emeritus Committee
- Numerous Screening Committees
- SACS Leadership Team
- Campus Safety Committee
- Graduation Committee
- Dalton Cantrell Renovation Committee
- MECC History Project
- Member of the Association of Classified Employees
- Served as ACE Representative for the President's Office and Foundation

The Committee chose Debbie for this honor because of her length of service to both the College and to the community in which she lives. Debbie's positive attitude and commitment made her a clear choice for the Support Staff Emeritus Committee.

Debbie and her husband David reside in Blackwater, Virginia.

The 2016 Classified Emeritus Committee is proud to make this recommendation.

October 12, 2016



Dr. Hamilton,

On behalf of the Professor Emeritus Committee, I am glad to present to you the 2017 nomination for Professor Emeritus, retired Arts and Sciences professor, Dr. Reginald St. Clair.

When Dr. St. Clair's (Reg) name is mentioned within the division among his former colleagues, "collegial," "student-focused," "community service" and "academic excellence" are just a few terms associated with his name. Reg began his tenure at MECC in the fall of 1978 as Assistant Professor of Social Sciences. He taught in three discipline areas: sociology, psychology and philosophy. Over his 33 years, Reg has left quite a legacy. He was described by one colleague who nominated him for the NISOD Award as follows: "I respect Reg's intellect, creativity and his abilities as a professor. But most important, I find his commitment to putting students first most honorable." A former student says of Reg: "Dr. St. Clair just challenged you to think outside the box to help you see things in a different way."

Reg's retirement from MECC has left a void that has not been easy to fill. Throughout his tenure, Reg's colleagues respected his integrity and professionalism. In fact, the following awards, recognitions, and notations serve as a testament to Reg's meritorious and significant contributions to MECC and his community:

- Served as Dean of Business Technology and Health Sciences from 1989 through 1994
- Chair of the Scholarship Committee for the Appalachia District Civitan
- Recipient of the 2001 NISOD Teaching Award
- 1996 Faculty of the Year
- Member of the MECC Retention Task Force
- Served on SACS Faculty Committee
- Member of Title III Advisory Committee
- Published two articles on teaching and student success in <u>Inquiry: The Journal of the Virginia Community</u>
 <u>Colleges.</u>
- Developed and presented the "Jobs and Jobless Forum" and assisted in needs assessment development project of the Lonesome Pine Office on Youth
- Member of the Scott County Economic Development Team

Clearly, Reg's long and distinguished tenure at MECC uniquely qualifies him for this esteemed award. Everyone who remembers Reg knows how much he truly cares about the local region, MECC, and his passion, teaching. It is with great pride that the committee nominates Dr. Reg St. Clair as the 2017 Professor Emeritus.

Respectfully,

Dr. Ken Tucker,
Professor Sociology & Geography
Mountain Empire Community College

MOUNTAIN EMPIRE COMMUNITY COLLEGE Advisory Board EXECUTIVE COMMITTEE MEETING AGENDA

TUESDAY, JANUARY 17, 2017

AT 3:30 P.M.

DALTON CANTRELL HALL PRESIDENT'S OFFICE - ROOM 246

	1.	Welcome and Call to Order
	II.	Professor and Support Staff Emeritus Nominations for 2017
	III.	Presidential Opinion Survey Results – Closed Session
	IV.	Presidential Search Survey Results – Closed Session
	٧.	Presidential Items – Closed Session
	VI.	Adjournment
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MOUNTAIN EMPIRE COMMUNITY COLLEGE BOARD EXECUTIVE COMMITTEE MEETING

Tuesday, January 17, 2017, 3:30 p.m. President's Office, Dalton Cantrell Hall

Committee Members Attendance

Dickenson County:

Scott County:

Wise County:

Alane Lovern

City of Norton:

Lee County:

Others:

James David Graham

Dr. Scott Hamilton

Peggy Gibson

1. Welcome and Call to Order

Absence of a Quorum

In the absence of a quorum, the following recommendations resulted from the MECC Executive Committee meeting on January 17, 2017.

Mr. Graham reviewed the items listed below with Committee members present. The Committee members present agreed to recommend to the full board that the following items be presented for approval:

- Professor and Support Staff Emeritus Recommendations
- Presidential Items
 - Presidential Opinion Survey
 - Presidential Search Survey

Mr. Graham will review each item during the full board meeting, and Ms. Alane Lovern will ask for motions to approve each item individually.

Adjournment

There being no further business the meeting adjourned at 4:15 p.m.

Respectfully Submitted,

Scott Hamilton, President & Secretary to the Board

APPROVED:

Chair of the Board

Date

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