

EXECUTIVE COUNCIL MEETING  
November 4, 2020

The Executive Council met on Wednesday, November 4, 2020 at 8:30 a.m. Board Room in the Haraway Center with the following members present:

Dr. Michael Heindl, President  
Mr. Jeff Horton, Vice President for Administration and Finance  
Mr. Dan Smith, Chief of Staff  
Dr. Matthew Domas, Vice President of Instruction  
Dr. Tonyalle Rush, Associate Vice-President for Student Services and Enrollment Management

Mr. Dwayne Casey, Associate Vice-President for Workforce Solutions and Career-Technical Education  
Dr. Carolyn Wiley, Associate Vice-President of Academic Instruction and Institutional Effectiveness  
Dr. Keith Reed, Dean of DeSoto Center  
Dr. Stephanie Mullins, Dean of Health Sciences  
Dr. Don Jones, Dean of Lafayette/Yalobusha Technical Center  
Mrs. Phyllis Johnson, Dean of eLearning  
Ms. Patti Gordon, Executive Director of Institutional Advancement

Staff: Recording Secretary, Leslie Legendre

Guest:

**I. CALL TO ORDER/REVIEW AGENDA:**

Dr. Heindl called the meeting of the November 4, 2020 Executive Council meeting to order.

Dr. Tonyalle Rush made a motion that the Executive Council approve the agenda for the Executive Council meeting dated November 4, 2020. The motion was seconded by Dr. Carolyn Wiley.

**II. APPROVAL OF THE EXECUTIVE COUNCIL MINUTES:**

Dr. Don Jones made a motion that the Executive Council approve the minutes of the Executive Council meeting dated September 30, 2020 as presented. The motion was seconded by Mr. Dan Smith and carried unanimously.

**III. REVIEW OF ACTION TRACKER ITEMS**

1. Diesel Taskforce- Ms. Gordon, Mr. Casey, and Dr. Domas has been working on Industry Partnerships. A meeting will take place in the near future.

**IV. AGENDA ITEMS- Dr. Heindl**

- A. Updates

Dr. Heindl reminded the Executive Council that November 18, 2020 Northwest will hold a Thanksgiving: Breakfast, Brunch or Lunch for all employees in the Haraway Center, Room 102.

Dr. Heindl reviewed the Legislative Priorities for FY 2020-2021.

1. Restoration of FY 2021 Reduced Appropriations- \$6,658,703
2. 5% Funding Formula Increase- \$10,000,000
3. 3% Salary Increase for Community College Employees- \$10,000,000
4. Career Technical Education- \$10,500,000
5. Dual Credit Scholarship Program- \$25,000,000
6. \$35 Million in Capital Improvement Bonds per year- \$35,000,000

**V. AGENDA ITEMS – Mr. Smith**

A. Updates

Mr. Smith reported that on December 1, 2020 Northwest will host a Legislative Luncheon in the Haraway Center, Board Dining Room.

Mr. Smith shared that on December 10, 2020 following the Board of Trustees monthly meeting there will be a Ground-Breaking Ceremony for the new Performing Arts Center at the site.

Mr. Smith shared that they will be meeting with the Board of Supervisors in Tallahatchie County in December the date is TBD.

**VI. AGENDA ITEMS – Dr. Domas**

A. Update

Dr. Domas reported on the Barksdale Reading Program sharing that a survey has been sent out to the students that have been enrolled in the Developmental Reading course.

Dr. Domas shared that on Saturday, November 7, 2020, Northwest will host the annual Bull-o-Rama. Tickets will be available on Thursday, November 5, 2020.

Dr. Domas shared that on Saturday, November 7, 2020, Northwest will be playing Mississippi Delta Community College at Moorhead, MS. The game begins at 2 pm.

Dr. Domas shared that all the volleyball games are being recorded and you can find them on the Northwest YouTube channel.

Dr. Domas reported on the Choir Concert that was held on Monday, November 2, 2020 in the Fine Arts Auditorium. He noted different stylistic techniques that are being used now as compared to a year ago.

**VII. AGENDA ITEMS- Mr. Horton**

A. Update

Mr. Horton shared with the group that the revenue regarding tuition is down 4% to budget. The fees are tracking on pace. This year to last year the budget is down \$162,000. Typically, the spring semester lags behind the fall semester. By location: Senatobia is down \$320,000, Desoto is down \$836,000 and Oxford is down \$293,000. The scholarships compared to last year are flat.

Mr. Horton reported on the following information:

- Technology Grant- This project planned for 1,000 students to receive a device package. Over the last 2 weeks 733 students have come to the Senatobia Campus and picked up their awarded device package in the bookstore. There will be some shipped to the Southaven and Oxford bookstores to make it easier for students who have been awarded to pick up the devices.
- Reviewed the CARES Act Funds.
- Soccer/Softball Complex Project is expected to break ground in January 2021 with completion in the early fall 2021. The walking track will be closed January through August 2021.

**VIII. AGENDA ITEMS- Dr. Jones**

Dr. Jones had no new updates at this time.

**IX. AGENDA ITEMS- Dr. Reed**

Dr. Reed had no new updates at this time.

**X. AGENDA ITEMS- Ms. Gordon**

A. Updates

Ms. Gordon reported on the following information:

- Day of Giving total to date- \$22,500. There are still a few collection boxes out. The total could increase.
- Monday, November 2<sup>nd</sup> & Tuesday, November 3<sup>rd</sup> the Foundation held the annual Scholarship Ceremony. The Foundation recognized a total of 8 new endowments over the course of both days with a total of 10 students on the panel.
- November 11, 2020 the Foundation office should have the proof of the new Northwest Now.
- November 11<sup>th</sup> – 13<sup>th</sup> the Foundation Office will travel to Auburn, AL to meet with the J.F. Smith Group for training regarding the Capital Campaign.
- November 16<sup>th</sup> -18<sup>th</sup> the J.F. Smith group will have one interviewer on campus and will begin soliciting the Foundation Board Members for donations.

**XI. AGENDA ITEMS- Dr. Tonyalle Rush**

A. Updates

Dr. Rush reported on the Student Services Council and moved the following recommendation be approved.

1. Approval of the new Transcript Legend. The motion was seconded by Dr. Don Jones and carried unanimously.

Dr. Rush reported that the fall 2020 enrollment is down 6.6% and credit hour is down 7.1%. For the winter session there are 200 unduplicated students who have enrolled for that session. Dr. Rush is working closely with Communications to get more information out regarding this new semester. Looking towards spring semester there are currently, 1,336 students how have priority registered for this term.

Dr. Rush shared that Commencement is scheduled for December 11, 2020 at 10 am with a School of Health Science Pinning at 2 pm.

Dr. Rush shared the following information:

- Campus Tours will end this Friday.
- No Show Procedures change for 2<sup>nd</sup> Mini Term.
- Enrollment Services along with Dr. Wiley will be Best Practices Tour at various locations: (November 17-19, 2020)
  - USM Gulf Park/Long Beach
  - Bishop State Community College
  - Northwest Florida State College

## **XII. AGENDA ITEMS- Mr. Casey**

### **A. Updates**

Mr. Casey reported on the following:

- Hickory Flat has a new Adult Ed instructor.
- Utility Line Worker Instructor is in quarantine.
- November 16<sup>th</sup> will be Program Preview Day.
- Recruiting events at Desoto including videos.
- Perkins allocations are down \$140,000.

## **XIII. AGENDA ITEMS- Ms. Johnson**

### **A. Updates**

Mrs. Johnson reported on the following:

- Training topics that have taken place and are available in the Ranger Academy.
  - Grade Book
  - Quizes
  - Outcomes
  - Friday, Carla Townsend will be recording one more training video.
- November 16, 2020, Mrs. Jennifer Hale will begin her role as the Assistant Dean of eLearning.
- Honor Lock- eLearning will begin using this product in the spring semester.
- November 18<sup>th</sup> will begin the online finals.

## **XIV. AGENDA ITEMS- Dr. Wiley**

## A. Updates

Dr. Wiley reported on the following:

- Enrollment Audit was completed and approved.
- December 3<sup>rd</sup>- uploading files will begin.
- Course Evaluations saw a 39.1% participation.
- Student Satisfaction Survey had 1,109 responses from students, which normally sees 400 student responses.
- November 17<sup>th</sup> the Program Review will be held in the Ranger Room and some will join by Zoom. (General College, Early College Program, and Cosmetology)
  - David Rock- Community Leader
  - Jean Ann Casey- Board Member
  - Steering Committee
- Honor College how it relates to PTK.
- Pre-Health Science Pathway
  - ACT Requirements
  - Transfer Students to Pre-Med
- Exam Schedule has been sent out.
- Advising
  - Virtual Options
  - Face to Face Options
  - Booking through Office 365

Dr. Wiley highlighted items that were on the Report Card 2019 for Northwest Mississippi Community College:

- Type of Awards- Awards 100 FTE at Northwest
- Student Success for Academic Year 2019
  - Earned Award w/in 150% of expected time to graduate\*- 39%
  - Transferred w/in 150% of expected time to graduate\*- 17%
  - Remained Enrolled w/in 150% of expected time to graduate\*- 16%
- Remediation Success for Academic Year 2019
  - Students who successfully completed college Alg. w/in 2 years- 49.8%
- Community Development Fiscal Year 2019
  - Participants with a measurable skill gain- 52.4%

Dr. Wiley highlighted items that were on the NWCC Student Satisfaction Survey Results:

- The number of students that responded this year- 1109
- The number of students that responded las fall- 345
- What is the main reason you chose Northwest?
  - 26.5%- Location
  - 20.8%- Program Offerings
- What do you like about Northwest?
  - 12.3%- Faculty/Staff
  - 9.9%- Atmosphere
- What improvements would you like to see at Northwest?
  - 21.2%- Better Course Availability (day, time, mode of delivery)
  - 16.4%- Improved academic/career advising
- Please select the course delivery methods you would prefer.
  - 35.9%- Hybrid (on campus and online)

- I felt that the environment at NWCC was healthy, safe and secure.
  - 95.5%- YES
- NWCC computer resources and available software were adequate to meet my needs.
  - 93%- YES
- Overall, I am satisfied with the quality of education I have received at Northwest.
  - 92.1%- YES

**XV. AGENDA ITEMS- Dr. Mullins**

A. Updates

Dr. Mullins reported on the following:

- Approval of the Pre-Health Science Pathway
- Approval of the Pre-Nursing Degree Plan
  - Students who do not meet the ACT requirement of 18 will be placed in the Pre-Health Science Pathway.
  - If students meet the required ACT of 18 can be placed in the Pre-Nursing Degree Plan.
- December 11, 2020 at 2 pm will be the Pinning Ceremony for the Nursing students.
  - More details to follow.

**XVI. ADJOURNMENT:**

There being no further business to consider, the meeting was adjourned by Dr. Heindl.