

NORTHWEST LEADERSHIP FORUM
January 29, 2021

The Northwest Leadership Forum met on Friday, January 29, 2021 at 1:00 p.m. Room 102 of the Haraway Center:

Dr. Michael Heindl, President	
Mr. Jeff Horton	Dr. Matthew Domas
Dr. Tonyalle Rush	Mr. Dan Smith
Mr. Dwayne Casey	Ms. Patti Gordon
Mrs. Phyllis Johnson	Dr. Don Jones
Dr. Stephanie Mullins	Dr. Keith Reed
Dr. Carolyn Wiley	
Mary Ayers	Blake Bostick
Joel Boyles	Jared Brownlee
Katie Broadway	Brandon Casey
Jennifer Casey	Zabe Davis
Angela Dortch	Ebone Dukes
Dr. Tara Dunn	Doug Freeze
Lacey Gentry	Josh Guest
Jennifer Hale	Jere Herrington
Lekeisha Hibbler	Dr. Jeremy Isome
Dr. Parker Jones	Amy Latham
Kayleigh Mitchell	John Mixon
Lillian Morris Hilson	Liesl Mote
Brian Oakes	Dr. Ginger Robbins
Meg Ross	Matt Sellers
Larry Shaffer	Erika Stanford

Staff: Leslie Legendre, Recording Secretary
Guest:

I. CALL TO ORDER/REVIEW OF AGENDA

Dr. Heindl called the meeting to order and requested approval of today's agenda. Mrs. Lacey Gentry made a motion that the agenda be approved as presented. The motion was seconded by Dr. Tonyalle Rush and carried unanimously.

II. APPROVAL OF NORTHWEST LEADERSHIP FORUM MINUTES

Dr. Matthew Domas made a motion that the minutes of the Northwest Leadership Forum meeting dated October 30, 2020 be approved. The motion was seconded by Dr. Tonyalle Rush and carried unanimously.

III. AGENDA ITEMS – Dr. Michael Heindl, President

Dr. Heindl updated the Northwest Leadership Forum on the following:

- Board of Trustee's approved the Softball Soccer Facility Project at the January Board Meeting.
 - This facility will offer locker rooms, office space, concessions, and bathroom space.
- EDA Grant for the Workforce Training Center at the DeSoto Center. We have \$6.5 million and waiting on an additional \$3 million.
- New Residence Hall should be completed for fall 2021.
- PAC will be completed for fall 2022 with the grand opening scheduled for October 2022.
- Expanding Health Sciences at the Oxford location.
- Fall semester the college had a decrease in enrollment of 7% and we are estimating an 11-12% decrease for Spring 2021.
 - Nationally the decreases that are being seen are 15-20%.
 - 0-20% in Headcount
 - 5-15% in FTE
- December 21, 2020 Congress passed the CRRSA: Coronavirus Response and Relief Supplemental Appropriations Act.
 - Provides \$81.8 billion to education split three ways: \$22.7 billion to higher education, \$53.4 billion to elementary and secondary education, and \$4 billion to Governor's Emergency Education Relief Fund.
 - Northwest has not received the final funding amount but it is believed to be approximately \$10 million, \$3 million will go directly to students, similar to the way the funds were distributed last spring.

Dr. Heindl's leadership segment was Craig Groeschel Leadership Podcast *85-Q&A with John Maxwell: Inside His Best Quotes*.

- "Everything rises and falls on leadership"
 - Reputation, Success, Business, Relationships, Culture, Goals- is impacted by how you develop as a leader.
 - Learn to Lead
- "People don't care how much you know until they know how much you care"
 - Leadership should be motivating not manipulating.
 - When you are caring more about yourself and your goals than leading it is time to adjust your behavior.
 - Let your team know how you show devotion, trust and love at work.
 - The greatest area of weakness for leaders is when they won't admit they need help or understanding.
 - "Great leaders are always vulnerable and open."
- "Leaders must be close enough to relate to others but far enough ahead to motivate them."
 - Close comes first- Walk with them
 - We impact people close up, and we impress them far away.
 - In the beginning of a career, leadership may be more of a caring connection than a competence connection.
 - "Do for one what you wish you could do for many."- Andy Stanley
 - "Have an understanding so no one mis-understands."- Charles Blair
- "You will never change your life until you change what you do daily. The secret of your success is determined by your daily agenda."

- We overestimate what we can do tomorrow and overexaggerate what we did yesterday, but we underestimate today. We must live in the present, and we must be consistent.
 - Make the day count.
 - Do your most important things at the best time of the day for you.
- “People may hear your words, but they feel your attitude.”
 - Success is when you are faithful in the daily activities.
 - Attitude is the difference-maker.
 - “Attitude is a choice”- John Maxwell

Dr. Heindl requested Ms. Patti Gordon to give an update of the Capital Campaign.

Mrs. Gordon reported that the Capital Campaign, “Impacting Today, Impacting Tomorrow” kicked off in the fall 2020. Today Northwest has received \$1.2 million in the way of gifts and pledges. Our goal is \$4.56 million.

IV. AGENDA ITEMS – Mr. Dan Smith, Chief of Staff

A. Updates

Mr. Smith shared that the Governor reported that 100,000 residence per week through the month of February is the plan to vaccinate Mississippi.

Mr. Smith reported that there will be several changes to the COVID-19 Protocols and they should be posted to the website by late Monday.

- Employee Contact Tracing/Exposure Notifications
- Quarantine Procedures for Employees Exposed to COVID-19
- Isolation Procedures for Employees Diagnosed with COVID-19

V. AGENDA ITEMS – Dr. Matthew Domas, VP of Instruction

A. Updates

Dr. Domas shared the following information regarding Instruction:

- Academics
 - Concerns:
 - Enrollment
 - Enrollment decline in some general education courses: English Comp., College Algebra, and Principles of Biology.
 - Retention
 - Dwindling Faculty Ranks
 - Opportunities
 - Expand Common Course Shells
 - ACUE Training
- CTE
 - Concerns
 - Recruitment
 - Opportunities
 - Aviation and Construction Trades Sub-Change

- Program Expansion at Everest in Water Valley, Marshall County Workforce Center and Quitman County Marks Project
 - Diesel Technology at Concourse in Fall 2021
 - CTE Dual Enrollment expansion
 - Expand Work-Based Learning and MiBest
- Dual Discussion
 - Fall
 - Waived ACT Admission Requirement for Fall 2020
 - 3.0 GPA Requirement Initiated
 - Spring
 - ACT Admission Requirement enacted
 - 3.0 Requirement
 - DeSoto County Reduction- Due to Pandemic.
 - Students not signing up.
 - Full Realization of ACT and 3.0 Impact & Pandemic Impact.
- VP Agenda- Spring 2021
 - Ensure successful kick off of ATD
 - Move faculty through ACUE credentialing
 - Keep athletic teams healthy & game ready
 - Expand School of Health Sciences & CTE
 - All Campuses
 - Design appropriate calendar that meets the needs of students and the college community
 - Develop and expand BAS opportunities with Ole Miss and MSU
 - Investigate and implement where possible, academic options that provide work ready skills.
 - Forensic Science & Fire Science

Dr. Domas also shared that Northwest was one of 7 colleges to be chosen to receive the Achieving the Dream Grant.

VI. AGENDA ITEMS- Dr. Stephanie Mullins, Dean of School of Health Sciences

A. Updates

Dr. Mullins shared the following information:

- Dr. Mullins informed the Leadership Forum of the different options within the School of Health Sciences which are: Cardiovascular, EMT, Funeral Technology, HCA/Phlebotomy, LPN/RN, Nursing, Paramedic, PTA, Practical Nursing (PN), RT, and Surg Tech.
- Dr. Mullins reported that Ms. Dukes is the new Director of Funeral Service Technology. The Funeral Service Technology program is needing an instructor to help teach the additional 37 credit hours and adjuncts have been put in place to cover that need until an instructor is hired.
- HCA has shown a record enrollment. The college added Phlebotomy to this program. This is a one semester program which allows the student to complete with 2 certificates.
 - Growth- Spring 2020 there were 32 students enrolled in the HCA program. Spring 2021 there are 60 enrolled in the HCA program.
 - This is an 87.5% increase.

- HCA- Oxford has a new lab area.
- The HCA program has begun this semester at Everest and will be a credit program for the Fall 2021.
- RN program has 7 new Faculty and 1 new Administrative Assistant.
 - Melissa Payne, Joeli Link, Erin Harrington, Tara Puckett, Toya Turner, Ashley Coey and Summer Putt are the new RN Instructors.
 - Selena Houston is the Administrative Assistant.
 - Retention for the RN program has increased from 69.5% to 76.3%. This is now above national average.
 - RN program is a recipient of the Bower Grant. This grant will assist 2 RN faculty member complete the MSN, and aid 2 RN faculty in receiving their certification as a Nurse Educator, and aid 2 RN faculty in academic leadership.
- PN program has a new spring start at Senatobia.
 - PN program offers Spring, Fall and Evening/ Weekend program at the DeSoto and Oxford Centers.
- Surg Tech is growing and space is limited.
 - Surg Tech was facing some clinical placement issues but the clinical agencies reached out to Ms. Kathy Wilbourn and requested the Northwest Students to attend clinicals.
- CARES ACT TOURS
 - Dr. Mullins invited everyone to attend next Friday, February 5, 2021 at 10 am in the Nursing Building Lectorium to see all the equipment that the CARES ACT provided.

VII. AGENDA ITEMS- Mrs. Phyllis Johnson, Dean of eLearning

A. Foundation & Alumni Updates

Mrs. Johnson reported on the following areas:

- HonorLock was recently purchased by the College to assist with virtual testing. HonorLock uses artificial intelligence to detect eye or head movement, noises, camera malfunction or attempting to go to another website during a test. Mrs. Johnson showed the Northwest Leadership Forum a video of what the program would do if there was a suspected student cheating.
- Dropout Detective was recently purchased by the State to help with retention. Dropout Detective software is used inside of Canvas to detect students who are not performing well either from missing class work, low grades or not participating in discussions. Mrs. Johnson showed a video of how the program works.
- Conquering Canvas- Training will be held the 1st and 3rd Friday of each month. The first training will be on Friday, February 5, 2021. The following are the different training sessions that will take place: HonorLock, Clean up your Course!, Dropout Detective, Creating and using Rubrics, and Help with your new laptop to keep in tip top shape. On Canvas you can find past training sessions that are stored in the Ranger Academy.

VIII. ADJOURNMENT

There being no further business to consider, Mr. Dan Smith adjourned the meeting.