

EXECUTIVE COUNCIL MEETING
September 1, 2021

The Executive Council met on Wednesday, September 1, 2021 at 8:30 a.m. Ranger Room in the James P. McCormick Administration Building with the following members present:

Dr. Michael Heindl, President
Mr. Jeff Horton, Vice President for Administration and Finance
Dr. Andrew Dale, Associate Vice President for Community Outreach
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 September 1, 2021 Executive Council meeting to order.

Dr. Tonyalle Rush made a motion that the Executive Council approve the agenda for the Executive Council meeting dated September 1, 2021. The motion was seconded by Dr. Carolyn Wiley.

II. APPROVAL OF THE EXECUTIVE COUNCIL MINUTES:

Dr. Andrew Dale made a motion that the Executive Council approve the minutes of the Executive Council meeting dated August 4, 2021 as presented. The motion was seconded by Dr. Matthew Domas and carried unanimously.

III. REVIEW OF ACTION TRACKER ITEMS

IV. AGENDA ITEMS- Dr. Heindl

A. Updates

Dr. Heindl shared the following with the Executive Council:

- Today is 901-Day in Memphis

- September 9, 2021 Northwest will hold a Ribbon Cutting Ceremony at Calhoun Hall at 11:00 am.
 - There will be a celebration followed by lunch in the Haraway room 102.
- Enrollment
 - Most institutions are seeing a decrease of 4-7% in enrollment. There is one institution that is showing no increase or decrease.
 - Northwest is seeing an increase in Career Technical and Health Sciences programs.
 - Dual Enrollment is up this year.
 - eLearning is down this year as expected.
 - Water Valley and the Concourse have enrollment numbers this year.
 - Mr. Casey spoke towards the “students going to work effect” that is being seen in the workforce.
- MACC meeting there was a committee led by Dr. Jim Haffey, President of Holmes Community College, that focused on the need for changes statewide for Dual Enrollment.
 - Changes came at the request of some legislators in an effort to get all 15 colleges on the same page with regard to costs associated with dual enrollment and changes will be implemented for next school year.
 - Two dual enrollment scholarship bills were drafted in the legislature last year.
 - Dual Enrollment numbers have been growing, but students are not enrolling with the community colleges once they graduate.
 - Dual credit tuition would be set state-wide at 60% off the average per hour tuition rate (plus books/course material fees) to qualify for state reimbursement. Colleges may charge a higher, but not lower, rate for CTE programs. $\$143 \text{ average hourly rate} \times .40 = \57.2 per hour . $\$57.2 \times 3 = \171.60 is the new charge. A typical charge for a 3-hour class at Northwest is \$435. This is a savings of \$263.40 per class.
 - Colleges will charge full price for any dual credit classes after a student takes 15 hours or more.
 - Colleges may choose to opt out, but if they do that they forego state funding.
 - Only classes on the approved list, and students that meet the state-approved criteria for dual credit, will continue to be reimbursed.
 - Books/Course Material Fees will not be included.
 - Colleges would have until fall 2022 to fully implement rate.
 - Colleges will not make future enrollment a condition in their discounted rate
 - Colleges would have some flexibility in how they allow the payment schedule, but must not use College funds to scholarship, forgive, or future discount the charges. Only scholarships available to all students should be applied. Private or outside funds designated specifically for a dual credit program may be used. i.e., a school district may provide funds to pay down the cost of a dual credit class.
 - Discussion ensued, but was specific to the following points:
 - Competition from private and regional universities;
 - Pressure from the Legislature
 - Risk of looming litigation
 - Rising Accounts Receivables

- Negative slope on overall enrollment due to students bypassing the colleges
- The impact on the colleges if President Biden’s Plan for Free Community College Tuition is implemented; and
- Validation that we are not going to receive help/ financial assistance from our Legislature unless changes are made.
- The fact that it’s in the student’s best interest to take dual enrollment classes and then go to a community college, to then get in PTK and get a great transfer scholarship to a university after they graduate. If a student goes to a university after high school or even if they take dual classes at a university versus a community college they become ineligible to be in PTK which means they miss out on thousands of dollars in scholarships when they do transfer to a university.
- Advocacy measures were discussed:
 - Help Advocate for a new law to be passed in the MS legislature for a DE scholarship bill in this next legislative session.
 - Help Advocate in the counties in our district that already provide for free tuition through their scholarship programs for our college degree-seeking students.
 - The Lt. Governor has requested a fiscal note to be provided from the colleges.
 - More access in their schools, more marketing opportunities, and more robust recruiting opportunity.
 - Additional statewide revenue sources were discussed.

V. AGENDA ITEMS- Mr. Jeff Horton

A. Updates

Mr. Horton reported on the following:

- IT
 - An additional Firewall installation scheduled for Friday, September 10, 2021. Expect the internet to go down for a limited time during the lunch hour.
 - Hyland OnBase Imaging system for Financial Aid and Admissions continues to move forward and are previewing how imports and scanning into OnBase will work in the future.
 - RAVE Mobile Safety Alert- Nightly uploads are now active and weather alerts have been setup using Geo Fencing for each campus.
 - Elliott Epic Track app- this app is in the evaluation phase with Cheer via a demo account for Northwest.
 - Student Technology Grants for fall 2021 will not go out to student until the end of September or beginning of October.
 - Oracle:
 - SFP/CX Phase I – target date to go live is mid-October.

- SFP Phase II- target date is beginning of January.
 - Budget Fix is a 3-week project that will begin this week.
- Concourse
 - C-Spire circuit connected and working on August 17, 2021.
 - Data network is ready anywhere in the building with cable.
- Water Valley
 - Wireless C-Spire network is setup and available on campus.
 - Computers have been setup by NWCC Tech from the Oxford Campus, Stevie McGee.
- Bursar
 - Fall 2021 payment pas as of August 31, 2021 is 332 across all campuses.
 - The average balance in \$800.
 - Statements for deferred payment plans for students will hopefully go out beginning of next week.
 - School of Health Science had 4 students transition to a different program or online. There were eight student that withdrew at 100% last week. These are due to the vaccination requirements for the clinical agencies.
 - Dual Enrollment invoices will be going out this week.
- Construction
 - Football Phase 3
 - The Press Box is substantially complete. Waiting on a number of items that have been delayed from vendor, i.e. interior door, steps to entry doors, revised exterior doors with proper hardware, HVAC units. There is a long punch list of items and Mr. Lentz and Mr. Oakes are aware. Signage will be added later, September 30, 2021.
 - The Multipurpose building site work has started. Completion date is scheduled for April 23, 2022.
 - PAC
 - The project is on schedule and has a completion date of October 2022.
 - Concourse
 - Phase I is mostly completed and Northwest is occupying the building.
 - There are issues with linking and with standing water. This has been documented and the county and the contractor are aware of this issue.

VI. AGENDA ITEMS- Dr. Andrew Dale

A. Updates

Dr. Dale shared the following information:

- New Videographer will begin on Monday, September 6, 2021.
- The opportunity to make videos that will play on Channel 1 within high schools is being explored.
- Cleveland, MS, Channel 8, has reached out to stream Northwest football games including home and away games.

- eTicketing for all event across campus is up. For the football game you will go to www.nwranger.com for athletic and Fine Art events. There is no cost for the college to use this service. The cost is passed to the consumer at \$1 per ticket. Northwest employees will use their ID number to reserve their ticket.
- Game Day video is ready for the first football game.

VII. AGENAD ITEMS- Dr. Matthew Domas

A. Updates

Dr. Domas reported on the following:

- Achieving the Dream- Dr. Wiley, Dr. Rush, and Dr. Walker will be meeting with Dr. Domas regarding the Institutional Capacity Assessment survey that will go out campus wide next week.
- Tennis- we have interviewed for this position.
- Women's soccer is doing very well this season.
- The first football game of the season will be at home on September 2, 2021.
- Career Technology has seen an increase this semester in the BOT program.
- Cosmetology & Automotive Technology programs are considering offering a rolling admission.
- Health Sciences are investigating the curriculum of Cardiovascular program. Looking at other CVT programs across the state to make sure Northwest's program is in line.
- WIOA is hiring for the Batesville office.

VIII. AGENDA ITEMS- Dr. Keith Reed

A. Updates

Dr. Reed shared the following information from the DeSoto Campus:

- The Mississippi Economic Council are meeting today at the DeSoto Center campus, room 323. There are 3 sessions to choose from: 9:30 am, 11:00 am, or 1:30 pm session.
 - Discussions on identifying key initiatives for economic growth:
 - Creating a Work-Ready Workforce
 - Enhancing Economic Development Opportunities
 - Retaining and attracting talent to our state
- On August 16th & 17th many clubs and organization held an Expo.
- September 16, 2021 Northwest and University of Mississippi will host it's 2+2 Golf Tournament at Cherokee Valley in Olive Branch, MS.
- This month Northwest DeSoto will host a Blood Drive.
- New hire for Student Support Services, Shelby Williams.

IX. AGENDA ITEMS- Dr. Don Jones

A. Updates

Dr. Jones reported on the following for the Oxford Campus:

- Dr. Jones thanked Dr. Rush and Ms. Johnson for their assistance.

- On Friday interviews for the custodian will take place.
- The little food pantry has been installed and it is full for those in need.

~~X. AGENDA ITEMS- Ms. Patti Gordon~~

XI. AGENDA ITEMS- Dr. Tonyalle Rush

A. Updates

Dr. Rush reported on the following for Student Services:

- Determination of In-State Residency for In-State Tuition Form
 - This form is used by Northwest students to prove instate residency. The Student Services Committee has determined that this 2-page form is a barrier for students. It has been recommended to remove the first page and only require the second page for students to complete.
 - Approval to remove the first page of the Determination of In-State Residency for Instate Tuition for students applying to Northwest to prove residency. The motion was seconded by Ms. Johnson and carried unanimously.
- “Best Practice Tour” for Housing and Residence Life will take place this semester.
- Dr. Godfrey has resigned. Student Success center currently does not have a LPC, which means that students are being referred out to community services.
- September 8, 2021 will be an ACT test open for nursing students. The max will be 30 students.
 - The National AVT will be fully open this semester and will hold a max of 300 students.
- COVID updates
 - 23 Positive at Senatobia Campus
 - 38 Student Exposures
 - 11 Positive at DeSoto Campus
 - 7 Student Exposures
 - 13 Positive at Oxford Campus
 - 38 Student Exposures
- Housing has a full staff with the new hire of Lisa Hardison for the Panola dorm.
 - Housing has a 93% occupancy rate.
 - Calhoun Hall ribbon cutting celebration will be on September 9, 2021.
 - There is a mock room set up for the guest to see.
 - Dorm Competition is underway the deadline for students to enter will be September 3, 2021. The prettiest room will win a prize and all pictures will be shown on social media.
 - Calhoun Hall will host a fashion show tonight.
- Financial Aid
 - 3,022 Pell Grants have been awarded.
 - 6,348 FAFSA’s have been processed.
 - 350 incomplete slips.
 - 787 students who have been awarded but no schedule was created.

- SFP implementation is going well, lots of decisions regarding auto-packaging for Pell and verification.
- Recruiting
 - High school visits have begun for schools that are allowing recruiting to come in.
 - September 13 will begin campus tours.
 - Friday Visit Days- this will be for groups to come on Fridays.
 - College Fairs are scheduled.
 - October 1, 2021 will be the date for scholarship applications to go live. This date coordinates with FAFSA and MTAG dates.
 - Virtual hours are being offered for zoom calls.
 - Pathfinders have been interviewed and selections will be made next week and announced at tailgating.
- Trio Student Support Services
 - 80+ students to apply and turn in their information.
 - MSU campus tour to take place on September 15, 2021.
- Admissions/ Registrar
 - Beginning to open graduation applications for Fall 2021.
 - Audit exit report completed with no unresolved admissions findings.
 - Preparing for the Summer 2021 audit.
- Enrollment Services
 - CX Implementation will go live on October 1, 2021.
- Dean of Students
 - Relaunching SGA
 - There are 40-50 Student Organizations.
 - Student Tailgating section for the Rowdy Rangers-
 - First game September 2, 2021
 - Homecoming September 3, 2021
 - Homecoming Maid nominations will be September 6-13, 2021.
- Professional Development Schedule for faculty
 - September 10, 2021- Disability Support Services & Accommodations
 - Facilitator- Dr. Rush & Mrs. Kelsay
 - September 17, 2021- Degree Requirements & Graduation Applications
 - Facilitator- Ms. Dortch
 - September 24, 2021- Clubs & Organizations/Role of Dean of Students
 - Facilitator- Dr. Walker
 - October 1, 2021- FAFSA
 - Facilitator- Ms. Hibbler
 - October 15, 2021- Pre-Core Advising
 - Facilitator- Mrs. Corroero
 - October 22, 2021- Strategic Enrollment Management
 - Facilitator- Dr. Robbins
 - October 29, 2021- Student Conduct
 - Facilitator- Mr. Carroll
 - November 5, 2021- Military Students
 - Facilitator- Col. Robbins
 - November 12, 2021- TRiO Program
 - Facilitator- Dr. Parker

XII. AGENDA ITEMS- Mr. Dwayne Casey

A. Updates

Mr. Casey reported on the following:

- Enrollment is up in Adult Ed.
- IT has installed the equipment at the Concourse.
- Truck Driving there are some Federal changes for that program.
- Utility Line Worker program is going well.

XIII. AGENDA ITEMS- Ms. Phyllis Johnson

A. Updates

Ms. Johnson reported on the following for eLearning Department:

- There was an issue with RedShelf the issue has been resolved.
- Testing for mid-terms will begin soon. There are only 4,000 seats available with honor lock. Instructors are making the decision to either test in class or online for their course.
- Interviews for the Assist Dean of eLearning has been completed.

XIV. AGENDA ITEMS- Dr. Carolyn Wiley

A. Updates

Dr. Wiley reported on the following:

- Fine Arts Department has received 3 quotes for the Kilm for the electrical cost.
- Manual processes are being addressed.
- Meeting with Ms. Dortch to discuss the IR data that is bad concerning the Clearing House files.
 - Student incorrectly entering their mailing address.
 - It has been noted that Oracle will validate mailing addresses.
- Strategic Planning has begun. Meeting are being set up with Ms. Reeves with a hard deadline of January 2022.

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

XVI. ADJOURNMENT:

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