

EXECUTIVE COUNCIL MEETING
May 4, 2022

The Executive Council met on Wednesday, May 4, 2022 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
Mrs. Phyllis Johnson, Dean of eLearning
Dr. Don Jones, Dean of Lafayette/Yalobusha Technical Center
Ms. Patti Gordon, Executive Director of Institutional Advancement
Dr. Stephanie Mullins, Dean of Health Sciences
Dr. Keith Reed, Dean of DeSoto Center
Dr. Carolyn Wiley, Associate Vice-President of Academic Instruction and Institutional Effectiveness

Mrs. Leslie Legendre, Executive Assistant to the President

I. CALL TO ORDER/REVIEW AGENDA:

Dr. Heindl called the meeting of the May 4, 2022 Executive Council meeting to order.

Dr. Jones made a motion that the Executive Council approve the agenda for the Executive Council meeting dated May 4, 2022. The motion was seconded by Ms. Gordon and carried unanimously.

II. APPROVAL OF THE EXECUTIVE COUNCIL MINUTES:

Dr. Wiley made a motion that the Executive Council approve the minutes of the Executive Council meeting dated April 6, 2022 as presented. The motion was seconded by Dr. Dale 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:

- Dr. Heindl reported that he will soon be sending out a from the “Presidents Desk” email to share that the Northwest Board of Trustees approved a 4% salary increase for the FY2023. This will be the second consecutive year that Northwest has been able to budget for this salary increase for employees. The

fund for this increase is shared between the state at 3% and Northwest local funds at 1% for a total raise of 4%. Administration is aware that this doesn't meet the inflation rate that is being seen or the k12 teacher raise that was given but this is an unprecedented event to offer Northwest employees.

- Dr. Heindl also shared that many community colleges are following suit with a 4% raise and a few have the ability to give a 5% raise but there are some that are only compensating faculty at those rates.
- Graduation Ceremonies are on May 6, 2022.
 - 8:00 am School of Health Sciences Ceremony
 - Speaker: Brian K. Hogan, Administrator and Chief Executive Officer for Baptist DeSoto Memorial Hospital.
 - 11:00 am Workforce and Career Technical Education Ceremony
 - 2:00 pm Academic Ceremony
 - Both the 11:00 am & 2pm Ceremonies will have the same speaker: Ryan Miller, Executive Director of the Office of Workforce Development for Accelerate Mississippi.

V. AGENDA ITEMS- Dr. Andrew Dale

A. Updates

Dr. Dale reported:

- The National Association of Schools of Music consultant was on campus last week, Dr. William Meckley, Former Dean of SUNY - Schenectady, and Chair of the Community College division of NASM. Dr. Domas, Dr. Wiley, Mr. Triplett, and Dr. Dale met with him about the potential of NWCC being an accredited institution by NASM. Dr. Meckley was impressed with our facilities. He will make a report on the next steps. Documentation will be a big part of the forward motion of this project.
- Dr. Dale shared the future desire of possibilities with hosting the MS LIONS BAND and MS BOYS STATE using NWCC as a camp location next summer. Dr. Dale is working to connect with the appropriate personnel for a meeting to discuss this opportunity.
- Ring Ceremonies are Tuesday, May 10, 2022 and Thursday, May 12, 2022 for cheerleading and football celebrations.
- Dr. Dale is working through a new marketing agreement for next year.
- Dr. Dale shared the progress on the website with a full listing of social media accounts at NWCC that is listed under news on the website: Social Media Feeds, Social Media Hub.
- Dr. Dale requested all news updates for campuses to be sent to him. Public Relations is prioritizing the celebration of all Northwest students, faculty, administration and staff with the recognition they deserve.
- Dr. Dale reported that Merit pages will be used to announce Northwest graduates. This is a tool we have access to but have not used for graduation in the past.
- Dr. Dale reported on the Great Colleges to Work for survey. It is complete, results will be completed at some point this summer, however, the survey won't be public until September 2022.

VI. AGENAD ITEMS- Dr. Matthew Domas

A. Updates

Dr. Domas reported on the following:

- ATD
 - Northwest has lost one of the ATD Data coaches, Yash Morioto. Mr. Morioto has resigned from ATD. Due to this resignation Northwest work with ATD is in limbo. Dr. Wiley is recommending to ATD to replace Mr. Morioto with Mr. Darrel Davis. Dr. Wiley and several others have worked with Mr. Davis and have had a great experience.
- Athletics
 - Baseball & Softball are in the playoffs.
 - Baseball will begin a best of 3 series in Meridian at 6:30pm tomorrow, May 5, 2022.
 - Softball will begin a tournament style today at 6:30 pm at Jones. This will be a double elimination.

Dr. Domas made a report from the IAC and requested the following to be approved:

- 1) Motion was made by IAC to offer a course addition to SUT 1703 Certification and Role Transition. The motion was seconded by Ms. Johnson and carried unanimously.
- 2) Motion was made by IAC to offer a title change to LLS 1311 First Year Experience and SUT 1703 Certification of Role Transition. The motion was seconded by Ms. Gordon and carried unanimously.
- 3) Motion was made by IAC to offer Prerequisite change to ENG 0123- Intermediate English and Reading and ENG 0143 Composition Companion. The motion was seconded by Dr. Wiley and carried unanimously.
- 4) Motion was made by IAC to change procedures of Policy Number 901 Institutional effectiveness. After a brief discussion it was determined to withdraw the motion and to bring back to Executive Council at a later date.

~~VII. AGENDA ITEMS- Mr. Jeff Horton~~

VIII. AGENDA ITEMS- Dr. Keith Reed

A. Updates

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

- Coffee with the President April 7, 2022
- April 11, 2022 College High School Day
- Easter Fest April 12, 2022
- April 15, 2022 Dr. Reed and Mrs. Dukes hosted a Cremation Certification program from 8:00 am – 4:00 pm with 60+ participants.
- 2+2 Food Truck Day & Pie a Professor was April 19, 2022
- PTK Induction ceremony April 21, 2022 6:00 pm
- College and High School parent night at DeSoto Central April 21, 2022 at 6:00 pm.
- April 26, 2022 Ole Miss graduation celebration
- Yesterday was the faculty appreciation luncheon.

- May 5, 2022 at noon will be the Pathfinder luncheon
- June 3, 2022 Job Fair at Tanger mall. Northwest will be receiving 1 month of advertisement at the Tanger mall.
- June 8, 2022 United South & Eastern Tribes (USET) seminar.
- Last week Northwest received word of approval of an EDA workforce grant totaling \$7M.
- 72,000 mailers were dropped this week to go to all DeSoto County residents.

IX. AGENDA ITEMS- Ms. Patti Gordon

Ms. Gordon reported on the following:

- Scholarship awards for 2022
 - 640 students awarded
 - \$635,450.00
 - \$547,200 from endowments & \$88,250 from Annual Scholarships
 - 209 returning students
 - 431 new students
 - 2021: 600 awarded in the amount of \$540,000.00
 - 2020: 557 awarded in the amount of \$481,000.00
 - Students will be on campus this month signing their scholarships. There will be 2 days off campus: 1 day at DeSoto and 1 day at Oxford
 - 800 applicants this year.
- Last week the Faculty and Staff awards Ceremony was held at the Haraway Center.
 - Presidents Luncheon was held for the retirees.
- Foundation Audit will be completed and presented at the August Foundation Board meeting.
- April 28, 2022 the Foundation Office held a retreat day at the Concourse. Before arriving at the Concourse there were stops on the Senatobia Campus to see the newly renovated Cheer Gym/Tennis area and while in Batesville, MS we made a visit to see Bobby Dunlap and had lunch with Foundation Board members.
- Ms. Gordon reported that she attended the Olive Branch Chamber Luncheon last week.
- April 21, 2022 Foundation Executive Planning Committee met and toured the Soccer/Softball complex.
- This weekend Foundation will be at the 5 Star City Fest as we partner with Northwest Recruiting.
- This Saturday, Dr. Heindl and Ms. Gordon will be attending the Alumni Reunion at Sardis Lake for classes 1964-1969.
- Alumnus of the Year has been selected; Fred Carlisle. He will be recognized along with the Sports Hall of Fame recipients during the Homecoming events that will be held on October 20, 2022.
- Mississippi Sports Hall of Fame inductee for this year was Marc Dukes.
- May 21, 2022 Gracie Slocum will be getting married.

X. AGENDA ITEMS- Dr. T.J. Walker

A. Updates

Dr. Walker reported on the following for Student Services:

- May 23, 2022 at 1:30-3:00 pm Sim Task
- Clark Higher Ed
 - Working on a retention plan with Clark Higher Ed.
- Enrollment
 - Summer 1,193 students registered
 - Fall 1,822 students registered
- Graduation times
 - 8:00 am SHS
 - 11:00 am CTE & Workforce
 - 2:00 pm Academic
- May 1, 2022 was Decision Day for Northwest students. Social Media post with students sharing their plans to attend Northwest in the fall 2022 were shared.
- Summer Orientation dates
 - June 8th, 14th, 16th, 21st, July 12th & 14th
- ACT is scheduled in June with Missy Kelsey
- April 22nd & 23rd, Dr. Parker traveled with TRiO students to Jackson State.
- This past Monday 190 students attended a Final exam breakfast.
- Friday Tours have ended for the semester.
- IT Department is working on a Housing application for students.
- April 26th Northwest held a Spring Fling it is estimated that 400-500 students attended this event.
- A calendar of FY23 student activities will be coming soon.

XI. AGENDA ITEMS- Dr. Don Jones

A. Updates

Dr. Jones share the following from the Lafayette/ Yalobusha Campus:

- April 23, 2022- Northwest participated in Double Decker
 - Northwest was a 5K sponsor
 - Nick Bobo, Jenny Hurt, Amanda Armond, and Kelsey attended the event.
- Police Department- New Officer, Ryan Winters.
- Custodial member- Ms. Tracy Burt
- Bookstore interviews have ended. Mr. Latham headed up the interview process. A candidate has been selected and will be headed for approval from Mr. Horton & Dr. Heindl.
- Excited about the Red-shirt partnership between Northwest and Ole Miss Engineering Department. Next step of approval will be a photo op with signing of MOU.
- Water Valley campus to begin the HCA program in August 2022.
- Northwest Oxford Campus Officer Mike Davis attended the Lafayette-Oxford University Crime Stoppers luncheon, yesterday.

XII. AGENDA ITEMS- Mr. Dwayne Casey

A. Updates

Mr. Casey reported on the following:

- Yesterday, Diesel Tech held interviews for internships for students at a rate of \$18 per hour or more.
- Monday, May 6, 2022 will be the Adult Ed drive thru graduation at the Haraway Center at 6:00 pm. There will be 134 students to participate in graduation.
- Base Camp will be hiring 2 instructors soon.
- Student Work
 - Line Worker Showcase
 - Graphic Design Showcase
 - Cosmetology Showcase

XIII. AGENDA ITEMS- Ms. Phyllis Johnson

A. Updates

Ms. Johnson reported on the following for eLearning Department:

- Kim Steinman will be in a new role as Technology Specialist
 - Her position will be re-purposed
- Ms. Johnsons position has been posted due to her retirement.
- Last Training is titled Jump Start. This training will assist with exporting/importing tips and tricks. This will be a recorded training and can be found in the Ranger Academy.
- Met with Dr. Earnest at University of Memphis to discuss the Global platform. This may open up to be a potential partnership with Northwest and University of Memphis.
- NC-Sara approved school. Northwest is working on the website with concentration on Funeral Technology, Aviation Maintenance Technology, and Cardio-Vascular.

XIV. AGENDA ITEMS- Dr. Carolyn Wiley

A. Updates

Dr. Wiley reported on the following:

- Dr. Wiley handed out and reviewed the National Student Clearinghouse, Postsecondary Data Partnership (PDP).
 - <https://analytics.studentclearinghouse.org>
 - Dr. Wiley shared that each will need a separate login. She asked Dr. Heindl who he would like to be able to access this information outside of the Executive Council members. Dr. Wiley's team will be creating the logins and emailing out to everyone.
- New Hires/Positions available:
 - Jacob Ozbirn to replace Pat Nelson in the library.
 - Applications are being accepted for a replacement of Phyllis Johnson in eLearning. Her position has been posted on the website.
 - Chemistry Instructors are needed.
 - Need a dual mentor for science.

XV. AGENDA ITEMS- Dr. Stephanie Mullins

A. Updates

Dr. Mullins reported on the following:

- Faculty openings:
 - Director of PN
 - Faculty for RN
 - PN Evening & Weekend
 - PN Senatobia Campus
 - Funeral Services
- Summer Phlebotomy
 - 2 mini-terms offered: 1st mini-term will be offered at Senatobia campus, 2nd mini-term will be offered at Oxford Campus.
- May 9, 2022
 - School of Health Sciences end of Spring Semester meeting held at Como Guest House and Courtyard with lunch at Windy City, Como, MS.

XVI. ADJOURNMENT:

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