

Galveston College
PRESIDENT'S COUNCIL MEETING
Friday, October 21, 2016
10:00 a.m.

—MINUTES—

The regular monthly meeting of the President's Council was held on Friday, October 21, 2016, at 10:00 a.m. in Room M-220 at Galveston College. Dr. W. Myles Shelton, President, presided and the following members were present:

Dr. W. Myles Shelton, President
Dr. Gaynelle Hayes, Vice President for Administration
Mr. Ron Crumedy, Acting Vice President of Student Services
Dr. Ana Sanchez, President, Faculty Senate
Dr. Larry Blomstedt, Full-time Faculty Representative
Ms. Liz Lacy, Full-time Faculty Representative
Dr. Anne Dickens, Professional/Technical Staff Representative
Ms. Mary Lee Guthier, Professional/Technical Staff Representative
Ms. JoAnn Palomo, Classified Staff Representative
Ms. Kay Reagan, Classified Staff Representative
Mr. Adam Pameron, President, Student Government Association

Dr. Cissy Matthews, Vice President of Instruction, was absent.

- I. Call to Order:** Dr. Shelton called the meeting to order at 10:03 a.m. and determined a quorum was present.
- II. Approval of the April 15, 2016 Minutes:** Dr. Shelton asked for a motion to approve the April 15, 2016 minutes. Mr. Crumedy moved to approve the minutes as presented; Ms. Guthier seconded. The motion carried unanimously.
- III. Council Reports:** The Vice Presidents, or their representative, summarized activities of their respective Council committees. The following information was also given.
 - **Administrative and Support Services Council Report** – Dr. Gaynelle Hayes said the Administrative and Support Services Council last met on Friday, October 14, 2016. There were no recommendations submitted. The following information was shared:
 - The 50th Anniversary Committee met on Monday, October 10th. Dr. Hayes thanked all who were involved in the planning or participated in making the 50th Anniversary Gala held this past Saturday a very successful event.
 - Galveston College has added the 50th Anniversary logo on both the softball and baseball uniforms. Dates and times of home games this weekend were announced. Whitecaps softball team members have volunteered to assist with registration and Mr. Waddell at the water stations during the D'Feet Breast Cancer Walk/Run on Saturday, October 22nd.
 - The Fall Festival will be held on Wednesday, November 9th, from 4:00 p.m. until 7:00 p.m. in the Hermes Fitness Center.

III. Council Reports: *(Continued)*

- The Galveston College Holiday Party for all full-time employees will take place on Friday, December 9th, at Moody Gardens.
- The Communication, Marketing, and Advertising Committee last met on Tuesday, September 6th. By the end of next week, the new GC website should be up and running. Lance Greenfield gave a preview of the new website and answered questions. Training will be scheduled for primary and secondary users during the first two weeks in November. Dr. Shelton added that once the new website goes live, those responsible should check their pages for accuracy and notify someone if changes are needed.
- The Employee Wellness and Relations Committee is promoting Real Appeal. It will be one of the topics at the November 11th Staff Professional Development Luncheon. Joyce Landry is the campus contact person.
- The Staff Professional Development Committee will be offering the following training topics during the remainder of this semester:
November 11th – New website and new online employment applications
December 9th – Retirement and Social Security
- The Business Office is working on the annual financial audit. Any late invoices containing 2016 expenses will be charged to the current budget.
- Facilities and Security has asked that if you see any students or employees without parking stickers on their cars to remind them to get one from Media. Facilities will continue to work on several major projects which include a roof replacement on the ATC Building #2.
- Information Technology is working on Softdocs forms which will allow for online approvals. Current intranet pages will soon be moving over to the portal.
- The next meeting of this council will be on November 4th.

- **Instructional Affairs Council Report** – Dr. Anne Dickens gave the report on the Instructional Affairs Council on behalf of Dr. Matthews. The Instructional Affairs Council met on September 6th and October 14th. There were no recommendations from this Council. Other items announced were:
 - Standing committee officers have been elected. Officers (chair, vice chair, and secretary) elected are:
 - Curriculum – Dr. Shane Wallace, Conrad Breitbach, Vera Lewis-Jasper
 - Faculty Professional Development – Dr. Laimutis Bytautas, Beth Thomas, Michael Berberich
 - Institutional Effectiveness – Dr. Sandra Metoyer, Jonathan Walker, Polly Martin
 - Library/Learning Resources – Dr. Alan Uyehara, Judy Hembd, Gracie Otin
 - Rank, Tenure, and Sabbatical – L. Janene Davison, Pamela Britton, Elizabeth Tapp
 - The Theatre Department's production of SILENT SKY is today and tomorrow. Dr. Dickens asked all to show support for the students and Liz Lacy by attending.

III. Council Reports: *(Continued)*

- October 11th was the first lecture of the fall series. The next lecture will be on November 9th. Dr. Laimutis Bytautas gave details.
 - Submit course or program changes to Dr. Wallace, Curriculum Committee Chair, as soon as possible in order to begin work on the catalog after the winter break. This also includes core curriculum changes.
 - As part of the new National Science Foundation grant, a STEM Honors Program will begin this semester, led by Dr. Ana Sanchez. Student recruitment for the program is targeted to those who are STEM majors or general studies students interested in STEM fields. Six students will be selected to receive a scholarship in the spring.
- **Student Services Council Report** – Ron Crumedy said the Student Services Council last met Friday, October 14, 2016. There were no recommendations submitted. He reported the following:
 - Scholarship and Financial Aid Committee met on September 9th and elected officers: Joan Moss, Megan Nash, and Priscilla Culver. The scholarship process for the spring semester was discussed. Applications are due November 11th by 5:00 p.m. Another scholarship workshop is scheduled for November 2nd. Students will be notified of their award on November 21st.
 - Student Outreach and Recruiting (SOAR) Committee met on September 23, 2016. Officers are: LaToya Mills, Amanda Lozano, and Scott Branum. Discussion items were: student housing (agreements with local apartment complexes), renovating current student housing, shuttle service between the main campus and the ATC, food service (vending machines for evening students). The next meeting is October 28th.
 - Student Affairs Committee meets year round. Officers are: Amy Leuchtag, Scott Branum, and Dr. Anne Dickens. Since August 10th, the Committee reviewed 113 financial aid appeals (96 approved, 17 denied), 3 grade appeals (3 denied), and 1 grievance appeal (denied). The committee is finishing a student success plan for financial aid approvals for students on probation. Recommendations to the grade appeal process are forthcoming.

IV. Faculty Senate Report: Dr. Ana Sanchez, President of the Faculty Senate, presented the Faculty Senate report. She stated that Don Davison, Faculty Senate Vice President, coordinated a combined non-partisan effort of the Texas Faculty Association, Student Government Association, and a group of volunteers from the County of Galveston to register over 450 individuals on campus who are now eligible to vote during the November election. This is an accomplishment since the College's student body totals about 2,200 to 2,400 students. Dr. Sanchez thanked Mr. Davison for his efforts. She also commended Chef Paul Mendoza for the lunch served at the Culinary Arts Scholarship Luncheon yesterday and for coordinating the College's participation in the Walk to End Alzheimer's. Dr. Sanchez mentioned the lecture series that was reported earlier. She also noted the STEM Honors Program. Applications for the program are being accepted, and the only requirement is that the student has declared a major in one of the STEM areas. Fliers have been posted around the campus.

V. Student Representative's Report: Mr. Adam Pameron, Student Government Association (SGA) President, presented the monthly student activities report. He introduced Gabriela Zepeda, SGA Vice President, and gave details on the following events and activities:

- Welcome events for day and evening students at the start of the semester
- Whitecaps Day
- Club, organization, and community event
- Moody Gardens Wings of Art volunteer project for children with special needs
- Adopt-A-Beach Cleanup
- Walk to End Alzheimer's – Mr. Pameron thanked Regent Cantini for exceeding his pledge to match donations. The team raised \$1,943.
- Walk a Mile in Her Shoes
- Student Success Seminars
- Movie Nights
- D'Feet Breast Cancer Walk/Run

Mr. Pameron concluded his report with the Fall Festival on November 9th. The theme is the 50th Anniversary. He encouraged all faculty, staff, students and Board members to dress in their favorite decade attire for the costume contest.

VI. President's Report: Before giving his report, the President asked Mr. Crumedy to provide more information about the Male Success Initiative and TG Scholars program. He stated the TG Scholars program is part of the Male Success Initiative to enhance the success rate of male students. The TG Foundation awarded the College \$100,000 in scholarships toward this initiative. There were 66 male students who applied for a scholarship and 16 were selected. Their first meeting will be today to explain the program and what is expected of them. Next week, over 60 male students are expected to be a part of the Male Success Initiative that includes the TG Scholars. Students have shown much interest in the program to date.

Dr. Shelton recognized three new employees and explained their role at the College: Dr. Michael Wicker, Sharon Pagan, and Dr. Tatyana Ivanova. He thanked those who attended the Gala and said there are more events planned for more campus and student participation. The President gave a summary of items discussed and/or approved at recent Board meetings that included: Facilities projects – exterior signage, roof on ATC Building 2, cooling towers (Northern Building); student housing; and campus police services. He gave an update on the progress of the Advisory Committee on Campus Carry.

Dr. Shelton noted the annual financial audit was underway. He stated the College finished the year well even with the reporting required by GASB 68. The President reminded everyone that open purchase requisitions submitted for office supplies are not for the purchase of furniture, computer equipment, or other electronics. Those items are to be enumerated on a separate purchase requisition.

Enrollment is up by 6.27 percent from fall to fall and 7.4 percent from base year to base year. Contact hours are up 8.2 percent over last fall and 10.19 higher over the last base year

VI. President's Report: (Continued)

fall to fall. The base year to base year contact hours are trending up over 5 percent. Dr. Shelton said these numbers drive state appropriations, so he encouraged all to prepare students for enrollment that begins in November. He gave a preview of what to expect in the next legislative session.

VII. Other Business: There was no other business brought before the President's Council.

VIII. Announcements and Information: The following announcements and information were shared:

- Donna Swartz – Cosmetology Costume and Hair Show will on Friday, October 28th, at 1:30 p.m.
- Paul Mendoza – Chef and his students will participate in the Epicurean Evening on Tuesday, October 25th, at Moody Gardens.
- Dr. Laimutis Bytautas – Recognized Dr. Ana Sanchez for inviting the Lecture Series speakers and handling all of the details and Sylvia Ojeda for creating the posters. On last Friday, there was a brainstorming session on the NSF funded instrumentation tract for electronics. Between 10 and 15 people attended from Galveston College and Galveston Career Connect. Dr. Bytautas thanked those who came.
- Michael Berberich – Lecture Series speaker Leah Oberlin was a former Galveston College student and now works as the Director of Environmental Compliance for the Port of Houston Authority, a port that manages the passage of 16 percent of the state's gross domestic product. He shared stories from the dinner faculty had with the speaker after the lecture about her journey from a GC student to a director and public speaker.

IX. Adjournment: There being no further business, the meeting was adjourned at 11:00 a.m.