

**PRESIDENT'S COUNCIL
MINUTES
9:05 A.M.
November 05, 2001**

Present: Dr. Martha Ellis, Rick Gauer, Carrie Gayeske, Dr. Larry Grulick, Toni Herbert, Nicolette Jefferson, Dawn Khoury, Susan Meyers, Jan Osburn, Charles Reed, Jay Teakell, Richard Wheet, and Kaye Votaw

Guests: Iris Cunningham – Student Services, Dorian Carter – V.P. Student Government, Renata Mack – Treasurer Student Government, Krista Knox – Secretary Student Government, Louis Mazee – Staff Development Officer, Suzy Price Staff Development Officer, and Carliss Hyde – External Resource Director

DR. MARTHA ELLIS

Dr. Ellis gave the floor to Iris Cunningham who introduced the newly elected Student Government Officers - Nicolette Jefferson – President, Dorian Carter – Vice President, Renata Mack – Treasurer, and Krista Knox – Secretary. Congratulations and welcome were extended to the new officers.

Dr. Ellis turned the floor to Carrie Gayeske who introduced the two new staff development officers in the Human Resource department, Louis Maze and Suzy Price. Louis and Suzy gave a brief overview of their experience.

JAY TEAKELL

COP 6.1 Residential Housing

Submitted for approval COP 6.1 *Residential Housing*

MOTION: A motion was made by Richard Wheet to approve the above listed COP.

SECOND: Charles Reed made a second to the motion.

VOTE: The approval of the above listed COP was unanimous.

Mr. Teakell announced that 10 houses have been completed and are ready to rent. He is working on a new lease agreement for tenants starting January 2002. Lease agreements at this time are month to month; he would like for the lease term to be either a semester or one-year.

The fencing project should be completed this week. Dr. Ellis requested that all gates on the flight line be locked.

The airport construction will be completed this week.

TONI HERBERT

Ms. Herbert presented the School of the Year award that she received for the school from the Workforce Board

Ms. Herbert requested Ms. Carliss Hyde discuss two grant opportunities available for our participation. Phi Theta Kappa has a grant designed to provide linkages to other two and four year colleges to support pre-service teacher training in the use of technology in education. The second grant is the Career & Technology Labs Project, which is a partnership effort with TSTC and WISD, designed to install career and technology labs in 7th, 8th, and 9th grade classrooms. These will be linked to TSTC campus tours and hands-on modules introducing students to technical programs available at TSTC. The district hopes to feed concurrent enrollment through this pipeline. The last two years of GEAR UP funding will be devoted to this project, and additional funds are being pursued. The key contact at WISD is Donna McKethan, Career & Technology Coordinator. We will be co-hosting a conference November 12 and 13 at TSTC to kick off the project.

Ms. Herbert reported that work continues on the Performance Standard report due to System, November 15.

CHARLES REED

Dean Reed reported that the Texas Coordinating Board requires that all students be notified of Bacterial Meningitis. The school will accomplish this by revising the health form, posting on the web site and in *Tech Times*. Returning students will be notified during advising. He will report to the Coordinating Board before December 15.

Dean Reed distributed copies of the Emergency Operation Plan for review. He reported that work continues on the plan. Frank Patterson, Director of Emergency Operations met with the committee Friday, November 2. The committee will meet again in two weeks.

DR. MARTHA ELLIS

Dr. Ellis announced that Dr. Joe Green was unable to attend the meeting due to the Marshall campus strategic planning workshop being held today.

Dr. Ellis distributed to the committee copies of an email from Barbara Selke-Kern requesting data for "Telling the TSTC Story." All data is to be turned into Toni Herbert by Friday, November 16.

Dr. Ellis stated that the Fleet Management Report is due November 15, 2001.

Dr. Ellis reminded everyone of the NTCCC Fall Conference November 8th and 9th. Bill Wenrich will be the keynote speaker on the 8th and she will be the keynote speaker on the 9th. Carliss Hyde will be conducting one of the breakout sessions of the conference.

Dr. Ellis announced that she would be on vacation November 12th through November 21st. Dean Charles Reed will be in charge in her absence.

Wednesday, November 21st will be a full day due to evening classes, last day to drop a class, and payday for student workers.

Dr. Ellis stated that any employee requesting Advance Travel would need to have applied for a school credit card and been denied. The time line for Advance Travel is three days before the travel and five days after travel completed.

Meeting adjourned at 10:55 a.m.