

**REGULAR MEETING
OFFICE OF SHAWNEE COMMUNITY COLLEGE
RIVER ROOM
8364 SHAWNEE COLLEGE ROAD - ULLIN, ILLINOIS
December 3, 2018**

A regular meeting of the Board of Shawnee Community College District No. 531 was held on December 3, 2018. The meeting was called to order at 5:30 p.m. by Chairman Randall Rushing. The roll call was as follows:

Present

Ms. Cathy Belcher
Mr. James Dumas
Mr. Michael McMahan
Mr. Randall Rushing
Ms. Maxine Russell
Mr. Don Patton
Ms. Andrea Witthoft
Ms. Cassandra Nelson, Student Trustee

Absent

Others Present

Peggy F.J. Bradford, J.D., Ed.D., President
John Schneider, Attorney
Countance Anderson, Ed.D., Vice President of Student Success and Services
Kathleen Curphy, Ph.D., Vice President of Academic Affairs & Student Learning
Tiffiney Ryan, Vice President of Financial & Campus Operations
Dorothea Davis, Temporary Assistant to the President
Mindy Ashby, Student Success Center Coordinator

RECOGNITION OF GUESTS AND PUBLIC COMMENT

FORMAL PRESENTATION

Student Success Center Coordinator, Mindy Ashby, presented on the retention alert system.

A motion was made by James Dumas and seconded by Cathy Belcher to approve the consent agenda as follows:

- A. Minutes of special meeting October 17, 2018
Minutes of regular meeting November 5, 2018
- B. Consideration of Treasurer's Report
- C. Approval of Bills
 - Education Fund \$1,544,267.55
 - Building Fund 117,235.77
 - Restricted Bldg Fund 79,663.13
 - Bond & Interest Fund 0.00
 - Auxiliary Enterprises Fund 168,680.87
 - Restricted Purposes Fund (Grants) 73,208.78
 - Restricted Purposes Fund – FWS 5,266.26
 - Restricted Purposes – PELL 1,097,180.43
 - Restricted Purposes – SEOG 0.00
 - Trust and Agency Fund 734.83
 - Audit Fund 0.00
 - Liab. Prot. Settlement Fund (TORT) 30,426.38
 - GRAND TOTAL \$3,11,664.00

On roll call vote, the members voted as follows:

- Ms. Cathy Belcher – yes
- Mr. James Dumas - yes
- Mr. Michael McMahan - yes
- Mr. Don E. Patton - yes
- Mr. Randall Rushing - yes
- Ms. Maxine Russell - yes
- Ms. Andrea Witthoft - yes
- Ms. Cassandra Nelson, (advisory vote) – yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

FACULTY REPORT

A written report was submitted to the Board by Dr. Ian Nicolaides.

STUDENT TRUSTEE REPORT

Student Trustee Cassandra Nelson reported on the student session of the Diversity Training held on November 26th and the Student Success Center Transfer event. She also announced that students were preparing for finals.

FOUNDATION REPORT

President Bradford reported on the Foundation Meeting on November 30th and discussed the various donations that have been made to the Foundation. She announced that the Scholarship Gala has been rescheduled for May 4th.

ICCTA REPORT

Don E. Patton reported that the ICCTA Logo Contest is due March 29, 2018 and discussed the ICCTA Legal Update.

VICE-PRESIDENT'S REPORT

Written reports were submitted and attached to the Board Agenda. Copies of those reports have been attached to this document.

PRESIDENT'S REPORT

An oral report from President Bradford was provided to the board. The written document has been attached to this document.

A motion was made by Don E. Patton and seconded by Cassandra Nelson to approve the FY2018 College Audit as presented.

On roll call vote, the members voted as follows:

Mr. James Dumas – yes
Mr. Michael McMahan - yes
Mr. Don E. Patton - yes
Mr. Randall Rushing - yes
Ms. Maxine Russell - yes
Ms. Andrea Witthoft – yes
Ms. Cassandra Nelson, (advisory vote) - yes
Ms. Cathy Belcher – yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Don E. Patton and seconded by James Dumas to approve the purchase of the 2017 Ford E450 Winnebago 14 passenger bus through Carpenter Bus Sales for \$56,000.

(Attachment #1)

On roll call vote, the members voted as follows:

Mr. Michael McMahan - yes
Mr. Don E. Patton - yes
Mr. Randall Rushing - yes
Ms. Maxine Russell - yes
Ms. Andrea Witthoft - yes
Ms. Cassandra Nelson, (advisory vote) - yes
Ms. Cathy Belcher – yes
Mr. James Dumas – yes

Results: 7 yeas, 0 nay, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by James Dumas and seconded by Michael McMahan to approve the trust agreement as presented and approval for the College to open the required bank account at Anna-Jonesboro National Bank to fulfill this agreement. **(Attachment #2)**

On roll call vote, the members voted as follows:

Mr. Don E. Patton - yes
Mr. Randall Rushing - yes
Ms. Maxine Russell - yes
Ms. Andrea Witthoft - yes
Ms. Cassandra Nelson, (advisory vote) - yes
Ms. Cathy Belcher – yes
Mr. James Dumas – yes
Mr. Michael McMahan - yes

Results: 7 yeas, 0 nay, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Cathy Belcher and seconded by Michael McMahan to approve the College Treasurer's Bond as presented. **(Attachment #4)**

On roll call vote, the members voted as follows:

Mr. Randall Rushing - yes
Ms. Maxine Russell - yes
Ms. Andrea Witthoft - yes
Ms. Cassandra Nelson, (advisory vote) - yes
Ms. Cathy Belcher – yes
Mr. James Dumas – yes
Mr. Michael McMahan - yes
Mr. Don E. Patton – yes

Results: 7 yeas, 0 nay, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Andrea Witthoft and seconded by Cassandra Nelson to approve the proposed 2018 tax levy to be collected in FY2020 as presented. (**Attachment #5**)

On roll call vote, the members voted as follows:

Ms. Maxine Russell - yes
Ms. Andrea Witthoft - yes
Ms. Cassandra Nelson, (advisory vote) - yes
Ms. Cathy Belcher – yes
Mr. James Dumas – yes
Mr. Michael McMahan - yes
Mr. Don E. Patton – yes
Mr. Randall Rushing - yes

Results: 7 yeas, 0 nay, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Cathy Belcher and seconded by Andrea Witthoft to adjourn into executive session at 6:44 p.m. for the purpose of discussing:

1. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment
 - A. Consideration of Employment of the Dean of Workforce Innovation, Adult & Continuing Education
 - B. Ratification of Employment of Part-Time Faculty for Fall Semester 2018
 - C. Consideration of FY2019 Full-Time Staff Compensation (Attachment #6)
2. Consideration of Non-Renewal, Resignation, or Termination
 - A. Consideration of Resignation of Full-Time Employee
3. Consideration of Items that May Lead or Have Led to Litigation

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - yes
Ms. Cassandra Nelson, (advisory vote) - yes
Ms. Cathy Belcher - yes
Mr. James Dumas - yes
Mr. Michael McMahan - yes
Mr. Don E. Patton - yes
Mr. Randall Rushing - yes
Ms. Maxine Russell - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Michael McMahan and seconded by Cassandra Nelson to adjourn out of executive session at 8:02 p.m.

On roll call vote, the members voted as follows:

Ms. Cassandra Nelson, (advisory vote) – yes
Ms. Cathy Belcher - yes
Mr. James Dumas - yes
Mr. Michael McMahan - yes
Mr. Don E. Patton - yes
Mr. Randall Rushing - yes
Ms. Maxine Russell - yes
Ms. Andrea Witthoft - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Andrea Witthoft and seconded by Cathy Belcher to approve the minutes of the executive session held on December 3, 2018.

On roll call vote, the members voted as follows:

Ms. Maxine Russell - yes
Ms. Andrea Witthoft – yes
Ms. Cassandra Nelson, (advisory vote) - yes
Ms. Cathy Belcher - yes
Mr. James Dumas - yes
Mr. Michael McMahan - yes
Mr. Don E. Patton - yes
Mr. Randall Rushing - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Don E. Patton and seconded by Cathy Belcher to approve the employment of Dr. Gregory Mason for **Dean of Workforce Innovation, Adult & Continuing Education** with a salary of **\$72,425** effective **December 4, 2018**.

On roll call vote, the members voted as follows:

- Mr. James Dumas - no
- Mr. Michael McMahan - yes
- Mr. Don E. Patton - yes
- Mr. Randall Rushing - no
- Ms. Maxine Russell - yes
- Ms. Andrea Witthoft - no
- Ms. Cassandra Nelson, (advisory vote) – yes
- Ms. Cathy Belcher - yes

Results: 4 yeas, 3 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Andrea Witthoft and seconded by Cassandra Nelson to approve the ratification of employment of part-time faculty for fall semester 2018 as presented:

Cash, Dustin	PT Faculty	Commercial Driver's License 2,000 Over the Road experience	Truck Driving Instructor	\$15/ hour x 18 hours per week x 6 weeks = \$1,620
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On roll call vote, the members voted as follows:

- Mr. Michael McMahan - yes
- Mr. Don E. Patton - yes
- Mr. Randall Rushing - yes
- Ms. Maxine Russell - yes
- Ms. Andrea Witthoft - yes
- Ms. Cassandra Nelson, (advisory vote) – yes
- Ms. Cathy Belcher - yes
- Mr. James Dumas - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Don E. Patton and seconded by Michael McMahan to approve the FY2019 full-time staff compensation package as presented. (**Attachment #6**)

On roll call vote, the members voted as follows:

Mr. Don E. Patton - yes
Mr. Randall Rushing - yes
Ms. Maxine Russell - yes
Ms. Andrea Witthoft - no
Ms. Cassandra Nelson, (advisory vote) – yes
Ms. Cathy Belcher - yes
Mr. James Dumas - yes
Mr. Michael McMahan - yes

Results: 6 yeas, 1 nay, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Cathy Belcher and seconded by Cassandra Nelson to approve the resignation of Kennadie Loyd effective January 7, 2019.

On roll call vote, the members voted as follows:

Mr. Randall Rushing - yes
Ms. Maxine Russell - yes
Ms. Andrea Witthoft - yes
Ms. Cassandra Nelson, (advisory vote) – yes
Ms. Cathy Belcher - yes
Mr. James Dumas - yes
Mr. Michael McMahan – yes
Mr. Don E. Patton - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

A motion was made by Don E. Patton and seconded by Michael McMahan to adjourn.

On roll call vote, the members voted as follows:

- Ms. Maxine Russell – yes
- Ms. Andrea Witthoft - yes
- Ms. Cassandra Nelson, (advisory vote) - yes
- Ms. Cathy Belcher – yes
- Mr. James Dumas - yes
- Mr. Michael McMahan - yes
- Mr. Don E. Patton - yes
- Mr. Randall Rushing - yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairman declared the motion carried.

Submitted By:

Ms. Maxine Russell, Secretary

Date

ATTEST:



Ms. Cathy Belcher

Mr. James Dumas



Mr. Michael McMahan



Mr. Randall Rushing



Mr. Don E. Patton



Ms. Andrea Witthoft

President's Report
Board of Trustees of Report
December 3, 2018



Community Engagement

Shawnee Community College held its 2nd Annual Veteran's Day Appreciation Luncheon. Gary L. Cooper, LT. Col., U.S. Air Force (retired), former resident of Pulaski, Illinois, was the keynote speaker. Trustee McMahan greeted community members and introduced the speaker.

Academic & Business Partnership

The Apprenticeship Degree has been approved by the Illinois Community College Board (ICCB). The degree request has been submitted to the Illinois Board of Higher Education. Interest in this online degree and partnership has stimulated interest from labor unions outside of the State of Illinois to provide an opportunity to their members. The memorandum will be presented at the next Board meeting.

Other Activities

The College community participated in diversity training by Mr. Nathan Stephens, Director of Multiculturalism, University of Illinois – Champaign. Staff, faculty, and students enjoyed the informative, timely, and inclusive presentation. This institutional training will continue and be ongoing, as similar trainings for the college will be offered.

A preliminary conversation has taken place to ascertain the interest of a 3+1 agreement for fashion design with SIU-C. Through the student survey, students indicated an interest.

60 X 2025

President and Dean met with area superintendents to continue working on a joint project to increase enrollment of high school students in a specific career pathway. Each superintendent has made a commitment to this project to help increase the academic/career credentials in southern Illinois.

Campus Updates

The President will host a third campus conversation Friday, December 7, 2019 at 2:30 pm to continue campus dialogue. In addition, the process for the Board manual review commenced Thursday, November 29, 2017. Trustees McMahan and Nelson attended the meeting and served as the guide for the manual review process. The committee is a cross-section of faculty, staff, and administrators.

Foundation

The Saints Foundation website is under construction to enhance its exposure, provide increased access to donors and establish a means for online donation and communication.

The Saints Foundation has been given two \$5,000 initial donations with a pledge of ongoing financial gifts, one \$500 scholarship from Southern Bank, one \$500 donation from a local businessperson, Harold Jones, and two estate gifts to be determined upon the settlement of the estates, and one \$1,000 gift to a nursing student. The total donations for this term totals \$12,000.

The Gala event will be Saturday, May 4, 2019 from 5:00 pm – 7:00 pm. It is a major fundraiser for the Foundation.

Kudos to the Executive Director, Gene Honn, for his cultivation and assistance in gift giving.

Lastly, the President requested \$10,000 to be distributed as mini grants to faculty per proposal submission, professional development, and student scholarships in the amount of \$8,000 to be distributed via Scholarship Committee.

Announcements

Cairo Open House – December 20, 2019 – 9:00 am to 10:30 am program

- Reception sponsored by Ed Smith

Vienna Open House – January 9, 2019 – 9:00 am to 10:30 am program

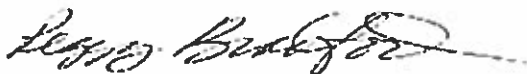
- Reception sponsored by Superintendent Joshua Stafford
- Root Drum Performance, Paducah Symphony, February, 16, 2019 at 7:00 pm, Main Campus

The Ladies' and Men's Saints Basketball team have played their hearts out over the last several weeks. We wish them much success and are thankful for the faculty and staff members who attended with Trustees Dumas and Patton.

Closing Remarks

Condolences: It is with deepest sadness that we announce the passing of Rob Bett's father. Our prayers and thoughts are with him and his family.

Respectfully submitted,



Peggy F.J. Bradford, J.D., Ed.D.

President

**Academic Affairs & Student Learning Report
Board of Trustees Report
December 3, 2018**

The division of Academic Affairs has finalized the spring schedule and, it is ready for registration to begin. As the schedule is planned, we try to be as efficient as possible to serve our different student populations and their needs.

The Teaching and Learning Center (TLC)

The Teaching and Learning Center (TLC) hosted or led a full schedule of training sessions and instructional webinars: 11/7 Excel tips and tricks; 11/8 Designing Courses with Accessibility in Mind - how instructors can apply it when creating their course activities and resources; 11/13 Brain Based Teaching and Learning (NISOD); 11/15 Moodle Gradebook - Grade book set up and management; November's TLC schedule is abbreviated due to the Thanksgiving holiday, but still will include a number of face-to-face sessions and webinars on instructional topics.

To support these sessions, the TLC sends out a weekly email to full and part-time faculty that includes the weekly training schedule and relevant external professional development opportunities. The sessions are also recorded and those interested can watch them at a later time.

Library

Research articles, print books, and e-books have been in steady use in November as English and other classes spend time researching in the library. Between Nov. 1-9, ENG 111 classes had used the library computer lab four times, with research assistance provided by Tracey Johnson, librarian. Instructor Robbie Woolridge plans to bring additional classes for research in November. Mary Fischer's AG classes have used the library Huddle Spaces to work collaboratively on plant selection projects as well as using the computer lab for individual use.

The library started a more detailed activity tracking system in mid-September. As much as is possible, staff track the number and type of interactions, per patron per day. The system is not scientific and is not exactly accurate, but it does give a broad picture. In October, overall, staff assisted 170 people (duplicated monthly headcount) 280 times. In the first eight days of November, not counting students in classes, staff assisted 22 students 40 times.

Individual patrons occasionally required extensive assistance; it is not uncommon for one person to ask for assistance five or more times in a day. Categories include miscellaneous, computer skills under five minutes, basic library skills under five minutes, library reference transactions 15-20 minutes, and equipment (how to run the photocopier, for example).

The library continues to be seen as a good place to be. In October, 184 people used study tables and 68 used study rooms. Nov. 1-8, 46 people used study tables and 18 used study rooms. November 9 saw two English classes, two Ag classes, and a study group in the library before noon.

The computer lab usage remains steady, with expected surges at class shift time when students pop in to print papers; Mondays, Wednesdays, and Fridays are prime hours and can see over 20

unique users in one hour; with classes, the lab may have more than 30 users in and out in an hour.

In November, Tracey presented about basic research to two ENG 048 classes and met with Dr. Helen Daniels-Moncrieff to discuss nursing resources in the library. She plans additional sessions on research and citation with classes.

Russ is working on several ITV options for the Cairo center. There will be three rooms at the center. Those three rooms, the addition of one at Shawnee High School and one at Cobden High School will bring our number of ITV classrooms to nineteen.

Anna Center

On November 5th, the Anna Center began spring registration and has a total of 46 classes (25 ITV and 21 face to face). The spring semester will have four 8-week courses (two during the day and two in the evening).

During the Month of October, the Anna Center held community events including the Regional Office of Education training in the conference room on November 5th, a CPR course on November 6th, and a Driver Safety course on November 17th. The Union County CEO Program Board Meeting was held in the conference room on November 20th. SIU-Carbondale visited with potential transfer students on November 19th, and SEMO's transfer representative hosted a transfer information table in the lobby on November 14th.

Cairo Center

The Cairo Center is offering 26 courses in the Spring semester. Fliers will be distributed throughout the community and at the high school advertising these offerings.

Metro Center

Registration for Spring 2019 begins on November 5th. The Metro Center is offering 35 courses in the Spring semester. Southern Illinois University will be at the Metro Center on November 7th from 9:00 am - 12:00 pm. Murray State University will be at the Metro Center on November 7th from 1:00 - 2:30 pm. AARP (American Association of Retired Persons) will host a seminar on their services for the community on November 13th and 14th from 8:00 am - 12:00 pm.

Kathleen Curphy

November 7, 2018

Dr. Kathleen Curphy,

Date

Vice President of Academic Affairs & Student Learning

Financial and Campus Operations

Board of Trustees Report

December 3, 2018

State Payment Update

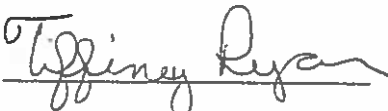
Shawnee Community College's state revenue allocation for FY2019 is \$4,407,360. The state owes a total of \$63,026 for base operating grant for November, \$498,106.66 for equalization grant for October and November and \$73,120 (annual allocation) for the small college grant. This is a total of \$634,252.66 owed to Shawnee Community College by the State of Illinois.

Facilities Update

The Cairo Extension Center project is on schedule. The sheet rock is up, the painting of the walls is almost complete, and the project is progressing as expected. All staff are working together on making sure we are ready for the open house on December 20th.

The college began the Quality Based Selection (QBS) process for architectural services by advertising Request For Qualifications (RFQ). The RFQs were due on November 13, 2018. On November 15, 2018, the committee meet to select the architects, which will move to the next step of the process (presentations/interviews). Presentations/Interviews will be conducted the week of December 3, 2018. The final recommendation will come to the board at the January board meeting.

The College applied for state funding for Emergency/Deferred Maintenance Capital Projects and the project was recently approved. Shawnee Community College received \$74,200 of state funds for (HVAC) upgrades. The college must match \$24,734, which means the total project is \$98,934.



Tiffiney Ryan

Vice President of Financial and Campus Operations

11/14/18

**Student Success and Services Division
Board of Trustees Report
December 3, 2018**

RECRUITMENT

Athletic Report

Shawnee Community College hosted the 4th Annual Meet the Saints event on Saturday, October 27, 2018. This event introduced the 2018-2019 Shawnee Community College Saints and Lady Saints basketball teams to the community. Basketball season is underway (men and women's). The Saints have a record of 1-1. The Lady Saints also have a record of 1-1. Volleyball season has come to a close.

Student Activities

Fall Fest: This semester, Fall Fest will be on Wednesday, November 14, 2018. This is a fundraising opportunity for student clubs/organizations as they showcase their officers and members, interact with other student clubs and organization through this exceptional fellowship with the campus community in a non-academic environment.

Diversity & Inclusion Committee: The Diversity & Inclusion Committee, co-chaired by Heather Casner and John Sparks, will sponsor the Holiday Expo (showcasing local businesses from the community) on December 5 from 1:00 – 4:00pm. The event will be held in the K-Atrium.

Family Fun Festival: This event, celebrating our college community, is scheduled for Saturday, November 17, 2018 from 10:00am -1:00pm. The purpose is to expose the community to educational opportunities (credit and non-credit bearing) and to summer camp offerings offered at Shawnee. Various student clubs/organization members, faculty and staff will be present to welcome students and their families. There will be games, family activities and food. In addition, there will be a men and women's basketball game scheduled for that afternoon as well.

Phi Theta Kappa: Our Phi Theta Kappa (Alpha Lambda Epsilon) Chapter recently donated \$188.30 to support members of the organization impacted by Hurricane Florence. The money will be used to replace lost textbooks, pay tuitions and help student stay in school to complete their credentials.

RETENTION

Financial Aid

The Financial Aid Office has awarded \$1,100,990 in Pell grants to 479 students. We have not awarded any other financial aid as we have not received the MAP funds. However, we anticipate receiving those funds in the coming days. In addition, the department held FAFSA completion events for Student Support Services (SSS) students on November 7 and November 15.

Student Success Center

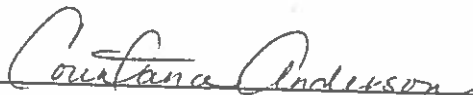
Tutoring: Ninety requests for tutoring were submitted. Of which, 18 requests were for English, 50 requests were for Math and the balance were in various subjects (including Science, Social Work, Study Skills, etc.).

Testing Lab: There were 135 exams administered (15 ACCUPLACER, 5 CNA State Certification exam, 1 Distance Learning exam, 112 make-up exams, 1 LPN Entrance Exam and 1 Pearson Vue exams).

Retention Alert: There are currently 175 student retention cases open. Faculty and advisors work in collaboration to bridge students to resources; both internal and external resources to promote student success. Case concerns range from attendance, classroom, financial and personal issues.

Educational Talent Search

ETS participants completed the KUDER career assessment at Egyptian High School on October 18 and Meridian High School on November 1. Also, participants toured Southern Illinois University-Carbondale on November 8, 2018.



Countance Anderson, Ed.D. Vice President of Student Success and Services

11-9-2018

Date

**Faculty Board Report
December 3, 2018**

Highlights:

Faculty continue to work as best possible to facilitate student success. Many faculty met with Dr. Curphy on November 28th to brainstorm new academic programs. Working toward this endeavor faculty would like to have increasing clarity from administration on the direction that programs could be developed. These items include; what is possible, budget, intended student base, and the like.

In the vein of working collaboratively, one thing to me this semester has become clear. Faculty, need to know that their contributions are valued and considered. Faculty trust and increased enthusiasm within SCC can be fostered by further increasing communication and valuing faculty expertise. In this vein, faculty ask if they will be a component in any further input with regard to the most recent HLC visit? Has a preliminary report been received?

Dr. Ian Nicolaides, SCEA President

Humanities and Social Sciences

The placement scores for English courses have been established for the NextGen Accuplacer Test. The division chair and English instructors worked with the testing center coordinator to ensure scores were in compliance with the recommendations of ICCCAO & ICCSSO. Multiple measures of assessment are also included in the placement process.

A division meeting was held on November 6. The HSS division is exploring the possibility of hosting a conference for local educators next fall. We are in the very early stages of planning, preliminary brainstorming, etc.

Psychology Department

Eight students participated in a field trip to Choate Mental Health and Developmental Center. The trip included presentation by a clinical psychologist, as well as a tour of the grounds (including the morgue!)

Music Department

The pep band will have played at 2 ball games for the fall semester, (one called off due to snow another was canceled due to attendance at a music conference at Belleville West High School).

The Band and Choir Concert will be December 7th at 7 pm in the Ed. Center. The concert will feature music of a jazz based nature.

The Junior High Regional band concert is set for February 14th, 2019. The central theme for the concert will be "Love".

The music instructor will be visiting area high school over the winter break to discuss future scholarships, auditions, and opportunities.

Zachary Garrett – Adjunct Instructor

- Article published in the *Kentucky English Bulletin* in the Spring 2018 issue: "The Middle of Somewhere: Using Local Literature in the Composition Classroom"
- Presentation at the Two-Year College Association Southeast conference in Louisville in February 2018 titled "Exploring Student Discernment of College-level Writing Attributes" where I actually used some survey data collected from SCC first-year composition students.
- Article accepted for *The Merton Annual* (International Thomas Merton Society) upcoming Spring 2019 issue (Vol. 31): "Writing in the Shadow of the Apocalyptic Cherub: Autobiographical Forms in Day of a Stranger".

Ruth Smith, ECE/EDU instructor, worked with the Future Teachers Organization to conduct the fall fundraiser to raise money to host the annual Saints Read Celebration in February 2019. Approximately \$300 were raised to go toward the expenses of the celebration.

Phyllis Sander participated in Accessibility Awareness Training provided through the SCC Teaching and Learning Center on 11/8/2018.

Math and Science Department

Dr. Mary Fischer

1. Ag Club participated in the annual SCC Fall Festival held on Saturday, November 17, 2018..
2. Completed the development of a proposed drone certification program.

Sheryl Ribbing, Dr. Brenda Brown and Dr. Ian Nicolaidis investigated new digital learning software programs that can be used to enhance instruction. Complete Anatomy was explored to see how the aspects of the program could be incorporated into the curriculum to provide students with multiple representations.

Lori Armstrong presented a lesson on snakes to Trico Elementary School students at the Trico Family STEAM (Science, Technology, Engineering, Art, Math) night.