



Martin Community College President's Council Minutes

Date: February 7, 2022

Time: 10:00 a.m.

Place: Bld. 1, Room 14

Presiding Officer: President Wesley Beddard

Quorum Present: Yes

Recording Secretary: Bebe Major, Exec. Asst. to the President

Members Present: Wesley Beddard, Tammy Bailey, Dr. Brian Busch, Jason Freeman, Maureen Green, Judy Jennette, Bebe Major, Dr. Kismet Matthews, Dr. Tabitha Miller, Nathan Mizell, Deborah Morris, Morgan Roberson

Members Absent: Billy Barber

Reports

Subject	Presenter	Summary
Business	Tammy Bailey	<ul style="list-style-type: none"> • State Financial Auditors on campus (last week here).
Information Technology	Jason Freeman	<ul style="list-style-type: none"> • Rural College's Broadband Project-Completed. • Multifactor Authentication Project in progress. • Website Program Pages-Redesigning.
Student Services	Dr. Brian Busch	<ul style="list-style-type: none"> • Julie Kolikas, new Director of HS Programs and Advising effective 2/2/22. • Chase Conner-resignation. Last day on campus 2/15/22. Will be new Tourism Director of Martin County. • Upon Chase Conner's departure Julie Kolikas will move to office 1-34. • FAFSA days @ Riverside High School and South Creek High School on 2/16-17/22; joined by MCC Financial Aid staff. • Finish Line Grant responsibilities being transferred to Allison Stalls, Asst. Fin. Aid Director. • Registrar's Office investigating cost of student record digitization.
Communications	Judy Jennette	<ul style="list-style-type: none"> • Blood Drive, MCC Campus, 2/22/22, 10:00-2:00 p.m. • Career Fair, Plymouth HS, 2/10/22. • Article on Jennifer Phelps in Roanoke Beacon last week. • Amanda Vick, former MCC student, house destroyed by fire, GoFundMe page set-up by sister.
BOT/Foundation	Dr. Kismet Matthews	<ul style="list-style-type: none"> • Foundation meeting on 2/8/22 postponed. • BOT Committees meet 2/17/22, 6:30 p.m. • Donor appreciation gifts mailed 2/4/22. • Working on upcoming golf tournament.
President's Office	Bebe Major	<ul style="list-style-type: none"> • Student COVID-19 cases on the decline.

Continuing Ed	Nathan Mizell	<ul style="list-style-type: none"> • BLET recruiting for March class. • Line Tech class starts 2/14/22. • Promoting Fire Academy starting in May. • EMS, Paramedic, EMT classes in progress. • NA I pushing to start in April. • BLET Graduation, 2/8/22, 6:00 p.m., MCC Auditorium.
Academic Affairs	Dr. Tabitha Miller	<ul style="list-style-type: none"> • Documents distributed for review; Associate Degree in General Education (A10300) Pre-Nursing Track (Attachment A) and Agriculture Education (A15330), (D15330), (C15330), (D15330P), (C15330P) packet (Attachment B). • Agriculture Ed. Program – Per Curriculum Committee to obtain approval from SACS COC a full-time faculty position must be in place to offer this program. • Approved motion to move forward with the Agriculture Education program. See under Motion below. • Letter of support completed for NC A&T’s grant application: STEPs4GROWTH – Good Jobs grant. The goal is to bring clean energy workforce training to the eastern NC region. • President’s Council will meet at the Bertie County Complex on 3/21/22, at 10:00 a.m. Tours of automotive, cosmetology and welding areas will be conducted prior to President’s Council meeting. Dr. Otis Smallwood, Superintendent, Bertie Co. Schools and Michael White, Exec. Dir. Of Human Resources and Operations, Bertie Co. Schools will be joining the group. Following tours/meeting lunch will be provided by President Beddard at the Heritage House Restaurant.
Human Resources	Morgan Roberson	<ul style="list-style-type: none"> • Mandatory training (Active Shooter: Run, Hide, Fight; Bloodborne Pathogen Exposure; Hazard Communication: Right to Understand) for all full-time and permanent part-time employees beginning 3/1/22. • New hire packets updated, effective 2/7/22. • MCC’s COVID-19 Guidelines updated/posted, effective 2/2/22. • Upcoming Institutional Satisfaction Survey. • Telecommuting Policy presented (Attachment C-1). Approved motion to accept policy with amendment (Attachment C-2). See under Motion below.
Institutional Research/Effectiveness	Maureen Green	<ul style="list-style-type: none"> • Draft of Strategic Plan will be emailed to President’s Council for review. • Upon completion of review by President’s Council, Strategic Plan will be distributed campus wide by President Beddard and discussed during President’s Chat on 2/16/22. • Strategic Plan will be submitted to BOT subcommittee for review on 2/17/22.
Bertie Campus	Deborah Morris	<ul style="list-style-type: none"> • Phlebotomy class in progress. Students have begun drawing blood on artificial arm, meaning they are halfway through course. • Attended Healthcare Orientation at MCC campus. Six potential NA I students in attendance. • Proposed NA I program’s start date to include Orientation, Key Training and Career Pathways leading directly into NA I course. Deborah, Nathan, Sue to collaborate and pilot this in hopes of classes making sooner.
President	Wesley Beddard	<ul style="list-style-type: none"> • Meeting with Bertie/Martin County high school principals this month. Donna Moore, Principal, Bear Grass Charter School retiring in May 2022. • Will be off campus most of this week in meetings and vacation 2/17-18/22.

		<ul style="list-style-type: none"> • Distributed and discussed NCCCS FY2022-25 Legislative Agenda (Attachment D). • Leadership Academy going very well. Praise for Amelia Wilkinson's outstanding involvement/presentation in group session at Leadership meeting on 2/4/22. • Potential Legislative Day on campus in March with County Commissioners and local business leaders' involvement. • Will discuss AMEXCAN MOU at next meeting.
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Decisions

Motion	Made By	Action Taken
Move forward with the Agriculture Education Associate in Applied Science (A15330) Degree program. (Attachment B)	Dr. Tabitha Miller Seconded by: Dr. Kismet Matthews	Approved
Accept the Telecommuting Policy as amended. (Attachment C)	Maureen Green Seconded by: Nathan Mizell	Approved

Actions/Recommendations

Action/Recommendation	Responsible Party	Deadline
Agriculture Education Associate in Applied Science (A15330) Degree to the Board of Trustee Curriculum Committee for Review	President Beddard	February 17, 2022
Agriculture Education Associate in Applied Science (A15330) Degree to the Board of Trustees for Approval	President Beddard	March 15, 2022
Telecommuting Policy to the Executive Committee for Review	President Beddard	February 17, 2022
Telecommuting Policy to the Board of Trustees for Approval	President Beddard	March 15, 2022

The meeting adjourned at 11:50 a.m.

Respectfully submitted by: _____
(Recording Secretary)

Presiding officer's signature: _____ Date of Approval: _____