



# Martin Community College President's Council Minutes

**Date:** May 2, 2022

**Time:** 10:00 a.m.

**Place:** Bld. 1, Room 14

**Presiding Officer:** President Wesley Beddard

**Quorum Present:** Yes

**Recording Secretary:** Tabitha Miller for Bebe Major, Exec. Asst. to the President

**Members Present:** Wesley Beddard, Tammy Bailey, Billy Barber, Dr. Brian Busch, Maureen Green, Judy Jennette, Dr. Kismet Matthews, Dr. Tabitha Miller, Nathan Mizell, Deborah Morris, Morgan Roberson

**Members Absent:** Jason Freeman and Bebe Major

## Reports

Subject	Presenter	Summary
Academic Affairs	Dr. Tabitha Miller	<ul style="list-style-type: none"><li>Associate in General Education Nursing – Proposal to begin the Associate in General Education Nursing program. The program will benefit both CCP and traditional students by allowing them to complete the general education requirements for the RCCC nursing program before applying. MCC is allowed to request approval from the System Office for the program because of the signed MOU with RCCC. No SACSCOC prospectus required since all of the courses fall under the parent program of AGE. No new classes nor faculty needed.</li></ul>
BOT/Foundation	Dr. Kismet Matthews	<ul style="list-style-type: none"><li>A donor has provided monies for nursing scholarships for MCC students.</li><li>Proposal to entertain the idea of the Golf tournament being a 2-day event next year due to the high interest from teams. The cap is 24 teams. 8 teams were declined because we reached our capacity.</li><li>A reminder that all donations must flow through the President's Office.</li><li>MCC did not receive the Lumina grant.</li><li>Volunteers are needed for the Golf Tournament. Please see Kismet to sign up.</li></ul>
Bertie Campus	Deborah Morris	<ul style="list-style-type: none"><li>The Windsor campus will begin a night Nurse Aid class.</li><li>The Bertie County Schools job fair will be Saturday, May 7, 2022.</li><li>Discussions have been occurring with BCS to begin a night HVAC class.</li></ul>
Business	Tammy Bailey	<ul style="list-style-type: none"><li>PO's ended April 22, 2022, unless there is an urgent need.</li><li>Second annual report due on Friday, May 6, 2022.</li></ul>
Communications	Judy Jennette	<ul style="list-style-type: none"><li>Promotion of summer classes is underway.</li><li>Will begin focusing on HVAC curriculum night classes next.</li></ul>

		<ul style="list-style-type: none"> <li>• Several organizations have contacted about setting up Voter Registration tables at the college. We will allow them to set up in the lobby of building 1.</li> <li>• The state has given MCC \$40,000 to create NC Apprenticeship advertisements. MCC has hired a firm to handle the creation and implementation of the marketing.</li> </ul>
Continuing Ed	Nathan Mizell	<ul style="list-style-type: none"> <li>• BCI is still in lockdown.</li> <li>• CE programs attempting to collaborate with the local schools to promote their programs are having some communication difficulties.</li> </ul>
Human Resources	Morgan Roberson	<ul style="list-style-type: none"> <li>• Bereavement Leave Policy – Proposal to revise the Bereavement Leave policy for clarity of the intent of the policy and to ensure others understand that 3 consecutive days are allowed. After the 3 consecutive days, the employee must use sick leave or personal leave.</li> <li>• Research into possible changes in benefit carriers is underway.</li> </ul>
Information Technology	Jason Freeman	<ul style="list-style-type: none"> <li>• No update.</li> </ul>
Institutional Research/Effectiveness	Maureen Green	<ul style="list-style-type: none"> <li>• No update.</li> </ul>
Operations & Business/Industry	Billy Barber	<ul style="list-style-type: none"> <li>• Canteen update – 1<sup>st</sup> week \$340 in sales. Last week of April \$572 in sales. So far, the feedback has been positive. Still working on issues with lag time for payment and possible inclusion of a card to load money on for consumers who don't have debit cards.</li> </ul>
Student Services	Dr. Brian Busch	<ul style="list-style-type: none"> <li>• Spring Fling occurred on April 27, 2022. About 150 people participated in the event.</li> <li>• Looking into beginning an intramural program.</li> <li>• Summer Accelerator funds meeting will be Tuesday, May 3, 2022.</li> <li>• Registrar digitization project begins Thursday, May 5, 2022.</li> <li>• Transcript fee will increase due to the collaboration with The Clearing House. The new fee will be \$5.00 for curriculum students. Continuing Education students will still receive a transcript for free through the CE Registrar.</li> </ul>
President's Office	Bebe Major	<ul style="list-style-type: none"> <li>• No update.</li> </ul>
President	Wesley Beddard	<ul style="list-style-type: none"> <li>• Board of Trustees subcommittee meetings will be held on Thursday, May 5, 2022, at 6:30 p.m.</li> <li>• Summer Hours – Employees are encouraged to complete four 10-hour days, with Fridays off. If someone would like to work 4.5 days (8-12 on Friday), they must have permission from their supervisor and have work that can be completed.</li> <li>• Reminder of the imperativeness of having a strong FTE year in the 2022-2023 academic year. Since community colleges are paid in the rear based on the two-year FTE average, and everyone is down right now as we move out from the pandemic, we need to have a robust FTE year in order to balance out the FTE deficit of the 2021-2022 year.</li> <li>• Please send celebrations for the Chat with the President.</li> </ul>

**Decisions**

<b>Motion</b>	<b>Made By</b>	<b>Action Taken</b>
Approval for Associate in General Education Nursing program pending MCC curriculum committee approval on May 5, 2022.	Dr. Kismet Matthews Seconded by: Nathan Mizell	Approved
Approval of revised Bereavement Leave policy.	Tabitha Miller Seconded by: Nathan Mizell	Approved

**Actions/Recommendations**

<b>Action/Recommendation</b>	<b>Responsible Party</b>	<b>Deadline</b>
Associate in General Education Nursing program to Board of Trustees for approval pending MCC curriculum committee approval on May 5, 2022.	President Beddard	May 5, 2022
Revised Bereavement Leave policy to Board of Trustees for approval.	President Beddard	May 5, 2022

**The meeting adjourned at 12:13 p.m.**

Respectfully submitted by:   
(Recording Secretary)

Presiding officer's signature: \_\_\_\_\_ Date of Approval: \_\_\_\_\_