



Martin Community College President's Council Minutes

Date: May 31, 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, Billy Barber, Dr. Brian Busch, Judy Jennette, Bebe Major, Nathan Mizell, Kinsey Price, Morgan Price

Members Absent: Deborah Morris, Dr. Tabitha Miller

President Beddard welcomed Kinsey Price, who is currently serving in the position as Interim Director for Institutional Advancement, to the group.

Reports

Subject	Presenter	Summary
Academic Affairs	Dr. Tabitha Miller (Bebe Major presented agenda items in the absence of Dr. Miller)	<ul style="list-style-type: none">• 2023 – 2024 Calendar Discussion. Approval needed to move it to the BOT for approval.• Carl D. Perkins Grant• Pitt CC/Martin CC Consortium Federal Audit occurred on Wednesday, May 18, 2022. We have received word that all went well, and no further action is needed for the federal audit.• Perkins End of Year Review for the Martin CC/Roanoke-Chowan CC Consortium occurred on Wednesday, May 25, 2022. Dean, Kinsey, and Ryal assisted in collecting video and pictures to assist in the creation of the video. All went well.• We will continue with our Perkins Consortium with Roanoke-Chowan for one more year.• Martin CC's Perkins planning budget for next year will be about \$59,000. This is an increase from this past fiscal year. Roanoke-Chowan CC's expected budget is \$39,000.• NSTI Grant – still no reimbursement. I met virtually with the NCDOT person, JoAna McCoy, and Federal Highway Administration NC person, Lynise DeVance, on Thursday, May 26, 2022, via Microsoft Teams. We discussed the issues in reimbursement as well as the Summer 2022 NSTI program. There is still no resolve in reimbursement. I reaffirmed to them what I had already sent in an email, that we will not be a part of the program if we are not reimbursed. I then found out that the NCDOT BOT approvals for the summer NSTI won't even go to the board until June 8th. They have also put more restrictions on the

		<p>program, most notably, we can no longer feed the participants with federal funds. We have decided to not move forward with the NSTI even if we receive the reimbursement in time and approval in June.</p> <ul style="list-style-type: none"> • Creation of MCC CTE STEM Summer Camp for 2023 – We would like to create our own CTE STEM camp for Summer 2023. We will need to look for funding sources. A group of us will be working on a plan and budget. • Collaboration with the Boys and Girls Clubs of the Coastal Plains continues. The Robersonville and Williamston participants will be on campus every Wednesday from 9-11 beginning June 22, 2022, and ending on Wednesday, August 3, 2022. • Roanoke-Chowan has asked for our assistance in promoting the job search for the nursing program.
Foundation	Kinsey Price	<ul style="list-style-type: none"> • Gave a short intro and recap of the MCC Golf Tournament. • Getting organized and acclimated in the position.
Bertie Campus	Deborah Morris (Bebe Major presented agenda items in the absence of Ms. Morris)	<ul style="list-style-type: none"> • Bertie Early College moving to old Bertie High School. • Fall schedule submitted for Bertie campus. • Will begin a night session for workkeys training for CRC to accommodate possible NA I night students. • Four students have passed CRC and one needs to retest on one section. Not fully aware of how many have tested in Martin for class.
Business	Tammy Bailey	<ul style="list-style-type: none"> • It was stated on the Business Officer Call last week, until we have a budget package in hand the 2.5% is not effective or the hourly rate \$13.00 increasing to \$15.00 will not be effective 7-1-22. When the budget is received those items will be retro-active. • A big thank you to Mary Caudle for applying and completing the grant for the library this year. It was for 30 laptops. We have received reimbursement of \$39,891.64.
Communications	Judy Jennette	No agenda items
Continuing Ed	Nathan Mizell	<ul style="list-style-type: none"> • Line Tech class scheduled to graduate on June 2 at 2pm in MCC auditorium. • BLET still maintaining 8 and now advertising for August class. • Night fire academy still ongoing. • SECU scholarship has been simplified and expanded which will help our cohorts.
Human Resources	Morgan Roberson	<ul style="list-style-type: none"> • Letters of Intent – Placed in Boxes this morning. Email will be sent following President’s Council. They are due by June 10, 2022. • Job Descriptions have been housed in OneDrive. If you need the link in order to be able to access it can be resent. • Jason Freeman has a new title change, Chief Information Officer (CIO).
Information Technology	Jason Freeman	<ul style="list-style-type: none"> • We have started moving file shares to SharePoint. Long-term, this should increase the security, resiliency, and availability of files. We are going down the list of file shares, and we are alerting department heads as we reach each one. We are hoping to be done by the end of summer. • In conjunction with the System Office, we are working on ADVANSYS for the Continuing Education division. We are hoping implementation will be done by June 30. We have delayed the Destiny One implementation but should be starting that process again in the next 30 days.

		<ul style="list-style-type: none"> • Brandon Bunch from the System Office will join us later this week. Temporarily, he will be housed in the IT office suite.
Institutional Research/Effectiveness	Maureen Green	<ul style="list-style-type: none"> • Data Request Process- Want to get input on the process that I have drafted. Handout attached. Discussion was held regarding the procedure for requesting data from the Institutional Research/Effectiveness office. • Per President Beddard, discontinue pushing enrollment numbers out for Summer Term. Going forward just push numbers out (including course fill) every week on Monday.
Operations & Business/Industry	Billy Barber	<ul style="list-style-type: none"> • NC Works is moving in. Someone from MCC will be appointed as their liaison. The café' seating area will be reorganized this week. • Learning Lab is schedule to start Monday, June 6th. • The new door locks are here. (240 locks) • Dental equipment sold. We will start on room 21 as soon as the equipment is picked up. • ADA compliance review Wednesday. • Meeting with Weyerhaeuser Thursday afternoon. • Meeting with Youth Apprenticeship Coordinator, Eastern Carolina, Scott Panagrosso.
Student Services	Dr. Brian Busch	<ul style="list-style-type: none"> • 2022-23 SGA Student Council is selecting a President for the upcoming academic year. Selection scheduled to occur by Tuesday, June 7. • Follow-up visit from Tony Reggi at 10 AM on Wednesday, June 1, with regards to MCC's Voluntary Compliance Plan/Methods of Administration (MOA) Monitoring Plan. • NERSBA Graduation occurred on Saturday, May 21. Forty-two (42) graduates. MCC is included in the line-up of special guests and singled out for recognition. • Team ia (document-scanning project) meetings are on-going. • MCC/Martin County Schools meeting is scheduled for 10 AM on Wednesday, June 22. Location is Room 14. • Enrollment and Success Management meeting series will be rescheduled for 2nd and 4th Mondays of the month.
President's Office	Bebe Major	<ul style="list-style-type: none"> • Thanked group for completing agenda item sheets. • Will be at Executive Assistant training June 1-3, in Wrightsville Beach.
President	Wesley Beddard	<ul style="list-style-type: none"> • Monday, June 6, at Eastern President's Meeting in Wilson. • Tuesday, June 7, at meeting in Raleigh. • President's Council will meet Monday, June 6, at 9:30 a.m. • Potential future block out period – August 8-19 to prepare for start of fall semester. • A/B alternate flex schedule for employees. To begin start of fall semester. • Strategic Plan – How do we move forward discussion. • Governor's budget good at this point.

Decisions

Motion	Made By	Action Taken
Accept 2023-2024 as presented	Dr. Brian Busch Seconded by: Nathan Freeman	Approved

Actions/Recommendations

Action/Recommendation	Responsible Party	Deadline
2023-2024 Academic Calendar to Board of Trustees for approval.	Wesley Beddard	7/26/2022

The meeting adjourned at 11: 44 a.m.

Respectfully submitted by: _____
(Recording Secretary)