

President's Council

Tuesday, July 5, 2022

10:00 a.m.

Attendees: Billy Barber, Maureen Green, Kinsey Price, Nathan Mizell, Wesley Beddard, Dr. Tabitha Miller, Judy Jennette, Morgan Price, Jason Freeman, Tammy Bailey
Absent: Bebe Major

- President Beddard suggested a full de-brief, concerning Thursday's bomb threat, to be held at a later date

Morgan Price

- Personal Observance Leave-1 change, add the word "Paid" Personal Observance Leave. Effective upon Board approval in July. Motion: Judy Jennette. Second-Nathan Mizell. All in favor. Approved.
- Personal Wellness Leave-1 change, add the word "Paid" Personal Wellness Leave. Effective upon Board approval in July. This would be a permanent (additional) benefit for us, 1 day per year. Motion: Dr. Tabitha Miller. Second-Kinsey Price. All in favor. Approved.
- Information will be sent out to employees concerning change in benefit providers (NC Flex).
- Reminder employees should notify their supervisor of any medical leave and when they anticipate returning to work.

Jason Freeman

- Due to spam email from a student compromised account, looking into enabling multiple factor authorization on student accounts between summer and fall semesters.
- DocuSign is up and running. HelloSign has been removed from E-procurement.

Judy Jennette

- Finishing up blanket requisitions

Dr. Tabitha Miller

- Administrative Withdrawal Policy-Proposed revised policy reviewed. Change wording from "semester" to "academic term" (President Beddard). Motion: Judy Jennette. Second-Nathan Mizell. All in favor. Approved.
- Boys & Girls Club will be visiting our campus beginning July 13th, 9am-11am, for 5 weeks. Each week they will visit a different program. Middle-school age, 12-15 per group.
- Nail salon is open for appointments. Hair salon is closed for the summer.

Nathan Mizell

- Fire camp starts next week, approximately 10 students.
- Basic Skills & ESL will be back at BCI on July 18th.
- BLET & Line Tech recruitment is ongoing.

- Fire Academy continues to do well.
- Sue Gurley will start next Nurse Aide I class soon.
- Request from Greenville for additional EMT & Paramedic classes. Our next Paramedic class will be in January.

Kinsey Price

- Continuing work on year-end financials.
- Golf tournament profited \$5600.

Maureen Green

- Agricultural Education prospectus has been sent to SACSCOC.
- Continuing to process a lot of data requests (Informer).

Billy Barber

- Sheetrock work & renovation in Learning Lab is on schedule.
- New door locks will be installed campus wide beginning July 21st.
- Asked everyone to begin collecting thoughts & ideas concerning bomb threat.

President Beddard

- State budget was sent to Governor July 1st. This included an additional 1% raise for employees. Nothing for FTE.
- Need to add four areas of retail in our programs. More details to come.
- July 14th at 5:30pm-Sub-committee meetings
- July 26th at 7:00pm-Full board meeting
- BHS students will be on campus tomorrow, July 6th.
- GenEd Nursing has been sent to the System Office for approval.
- Economic Impact with Roanoke Chowan CC has been approved (awaiting letter) for \$125,000, which will be split with Roanoke CC, after board approval.
- Title Changes: Billy Barber & Dr. Tabitha Miller both now Vice President (removed Associate)
- Morgan Price/Human Resources will now report directly to the President.

Tammy Bailey

- Revised Motor Fleet/College owned vehicle procedure (does not need board approval) and statement change regarding advance travel on travel forms. Both were motioned together. Motion-Judy Jennette. Second-Morgan Price. All in favor. Approved.
- Year-end funds moved over-\$501,000.
- President Beddard suggested exploring a Telecommuting Work Schedule, for example A & B weeks.
- Dr. Miller suggested a COVID Task Force meeting after the summer semester.

Meeting adjourned at 11:10am.

Respectfully submitted by: April Wheeler, Recording Secretary