



Martin Community College President's Council Reports

Date: June 7, 2023

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: Judy Jennette, Jason Freeman, Billy Barber, Tammy Bailey, Kinsey Price, Nathan Mizell, Erica Caragolia, Morgan Price, Dr. Tabitha Miller, Dr. Brian Busch, Bebe Major, President Wesley Beddard

Members Absent: Deborah Morris

Reports

Subject	Presenter	Report
Academic Affairs	Dr. Tabitha Miller	<ul style="list-style-type: none">• Kenan Fellows Update – First meeting last week.• MCC Summer Solar Power Certification Program Started Monday with 13 students.• EDU Certificate Update from System Office
Bertie Campus	Deborah Morris	<ul style="list-style-type: none">• Windsor will be holding two events: Juneteenth celebration & Windsor Riverfest on June 17th.• Classes scheduled for June 17th will be postponed until June 24th. I spoke with both instructors and told them I feel as if the parking lot may be congested. They have no issues with the change.• Spoke with Mayor Lewis Hoggard and the Riverfest may be moved to May or November of next year. Vendor's space for that event is currently free of charge & hope to be the same in 2024.• Spoke w/Latoya Watford, for Juneteenth, vendor space is \$30 but she told me if I can put something together between now and the 17th there will be no charge. I will try to be ready next year.• Spoke with Sheriff Ruffin he mentioned that RCCC was interested in offering classes to Bertie inmates but, he told RCCC that they will continue to work with MCC.
Business	Tammy Bailey	<ul style="list-style-type: none">• Year-end supply inventory due June 29th.• Jennifer hopes to clear all purchase orders out today and start equipment inventory tomorrow.• Vacation June 12 & 13.

<p>Communications</p>	<p>Judy Jennette</p>	<ul style="list-style-type: none"> • Reorganizing the Print Shop – During the summer, I will be working with Nicole to move shelves, remove unused materials, re-organize printing materials, and rework the storage closet into the Communications Department office. • Designing and re-designing several billboards for end of fiscal year grant funds and contract renewals for next fiscal year. Focus will be on the following: SBC, Nursing transfer with RCCC, and HSE • Nicole is redesigning and updating our program cards. Some of you will need to review the information and make edits. I will be getting the cards to you as Nicole gets the first drafts completed. • Working with Tammy to disseminate information about MCC emblazoned polo shirts and how to preorder them.
<p>Continuing Ed</p>	<p>Nathan Mizell</p>	<ul style="list-style-type: none"> • Lineman Completion Ceremony June 12 • Fire Academy is ongoing. Still not enough interest from High Schools to facilitate Workforce CCP Fire • BLET still ongoing • Nurse Aide Programs have been re-approved by DHHS
<p>Human Resources</p>	<p>Morgan Price</p>	<ul style="list-style-type: none"> • NEOED became live on 6/1/2023. We are currently under a slow roll-out. Training will be provided once we have a chance to test the system more thoroughly. • Professional Development Sessions for FY 23-24. Would like to have campus wide sessions in which employees can get to know “MCC”. Looking for ideas on potential sessions. • Will be out of the office June 14 – 23. Will be available remotely/email/cell phone on June 14. Unavailable June 15 – 18. Will have limited availability/accessibility June 12 – 16 but will be checking emails when available. • Still missing some 22-23 evaluations. I will be reaching out to supervisors to inquire about missing evaluations. After reviewing evaluations there are several that in some capacity are incomplete. I will be reaching out to everyone that needs to complete their evaluation. • June timesheets will be due 7/3. It is very important that these are turned in on time in order for Payroll and HR to complete year end processing.
<p>Information Technology</p>	<p>Jason Freeman</p>	<ul style="list-style-type: none"> • After July 1, we are going to entertain the idea of hiring another part-time IT employee. We are trying to hire MCC graduates or near-graduates to give them some IT-related work experience. • We are scheduled to purchase 31 new computers and a projector in Building 4, Room 50A, the week of July 3. The room will have 30 student seats and 1 instructor seat. • We have a projector that we believe we can install in Building 4, Room 38A. This should improve the quality of the room. • Towards the end of July, the capacity of Building 4, Room 38A will be reduced from 20 student seats to 15 student seats (and we will still have 1 instructor seat).
<p>Institutional Advancement</p>	<p>Kinsey Price</p>	<ul style="list-style-type: none"> • Foundation Golf Tournament netted \$8,029.32 -> 78% increase over last year (numbers finalized & updated 06/12/2023 KWP) & to my knowledge the most the golf tournament has ever made. • Thank you to all the volunteers!

		<ul style="list-style-type: none"> Next up: <ul style="list-style-type: none"> ❖ Foundation Board Meeting Tuesday, June 13th. ❖ Foundation Focus Newsletter this summer ❖ Online Horse Auction hopefully early fall
Institutional Research/Effectiveness	Erica Caracoglia	<ul style="list-style-type: none"> Summer FTE is up, headcount is flat Fall FTE and headcount up at this time Hoping to complete and submit the SACSCOC prospectus for the new Early Child Care Workforce certificate by the end of next week ECE certificate Teach Out submitted last week Expect conversation with SACSCOC VP on June 15th regarding NERSBA as off campus site Planning to attend the SACSCOC Summer Institute in July with Kim Barber
Operations & Business/Industry	Billy Barber	<ul style="list-style-type: none"> InfornaCast Invoices due June 22nd, \$12,765 InformaCast Mobile (State Funds), \$13,325.5 InformaCast Fusion User and IP Speakers (County Funds), Three-year renewal Cosmetology Furniture Building 4 Computer Labs Registrars Area Insurance renewal Apps complete Eight architects showed for the mandatory meeting
Student Services	Dr. Brian Busch	<ul style="list-style-type: none"> The TEAMia/Student Academic Records Scanning Project has been completed; the last of our college records are still to be delivered. A final invoice (excluding annual recurring costs) has been received. The FY22-23 FTE Compliance Review has been completed. A minimal finding is expected, but an overall good review. On 5/30/23, several members of the college staff participated in the NCCCS Strategic Enrollment Planning webinar. Two additional (F2F) meetings are scheduled for this Fall (at Edgecombe CC). Career Center Director, Natasha Roberson, is finalizing the purchase of technology items, including VR headsets, that will improve student career exploration and counseling. The purchases are funded through the Longleaf Commitment Student Support Services Grant. MCC regrets the resignation of Julie Kolikas, Director of High School Programs. A job announcement has been posted. MCC welcomes Shameka Hayes, the new Career Coach at Bertie High School.
President's Office	Bebe Major	<ul style="list-style-type: none"> Members shown how to use the new "live" shared document to record information from President Council meetings. Members are to enter the information they are reporting on prior to each meeting. Bebe will send out a reminder. Next BOT meeting is July 18, 2023, @ 6:00 p.m.
President	Wesley Beddard	<ul style="list-style-type: none"> Very productive meeting with Martin County Schools this morning. May know by October what they need from us for next fall. June 21st Blue Cross Blue Shield meeting on campus. Will also invite: Wes Gray, Domtar, Chase Connor, Dean

		<p>McCall, Martin Co.Chamber Board member. Lunch will be served to the group including President Council members.</p> <ul style="list-style-type: none"> • Schedule appointment with Bebe to meet with me to discuss employee evaluation/goals if you haven't already done so.
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Decisions

Motion	Made By	Action Taken

Actions/Recommendations

Action/Recommendation	Responsible Party	Deadline

The meeting adjourned at 11:55 a.m.

Respectfully submitted by: _____
(Recording Secretary)

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