



Martin Community College President's Council Reports

Date: July 5, 2023

Time: 10:00 a.m.

Place: Bld. 1, Room 14

Presiding Officer: President Wesley Beddard

Quorum Present: Yes

Recording Secretary: Morgan R. Price

Members Present: President Wesley Beddard, Judy Jennette, Dr. Tabitha Miller, Tammy Bailey, Billy Barber, Dr. Brian Busch, Nathan Mizell, Erica Caracoglia, Morgan Price, Jason Freeman

Members Absent: Bebe Major, Kinsey Price, Deborah Morris

Reports

Subject	Presenter	Report
Academic Affairs	Dr. Tabitha Miller	<ul style="list-style-type: none">• Solar Training Update<ul style="list-style-type: none">○ 11 Students remain from the original 13.○ Students are earning 3 third party credentials: Fluke Safety Meter, OSHA-30, and CRC.○ Final Day is July 13th with a luncheon by Dwayne Evans in the Electrical Room. All are invited.○ Steps4Growth representatives will visit MCC August 8, 2023.• Kenan Fellows Update<ul style="list-style-type: none">○ William Prettyman is the MCC Kenan Fellow.○ July 10, 2023, from 10:00-11:30, he will visit campus with Mark Townley, Brandi Bragg, and Jason Wade.• Level III ISA's in development with Pitt CC: Dental, OT, Ortho Tech, and PTA• Articulation Agreements in development for Ag Ed: NC A&T and UMO – For Agricultural Education. Date to be determined.• Advanced Manufacturing and Auto Camp, July 24-27, 2023, Update<ul style="list-style-type: none">○ 7 participants so far○ Ages range from 13-17○ Mixture of male and female participants○ Still accepting applications until all seats are filled. Can have up to 15 participants.○ Webpage has been updated to reflect the changes○ Camp is free○ Perkins Funded – Will utilize existing FT instructors to administer instruction (Dwayne Evans, Clay Simpson, Al Dawes). Career Preparation/Development education

		<p>will be provided through the Career Center Director, Natasha Roberson.</p> <ul style="list-style-type: none"> Perkins Update – 2023-2024 Local Plan and Budget have been approved pending final State Board approval.
Bertie Campus	Deborah Morris	Not Present
Business	Tammy Bailey	<ul style="list-style-type: none"> 2023-24 Tuition and Registration Fee Rates are not changing. IRS Mileage Rate is 65.5 cents per mile driven for business (this was effective 1-1-23) no increase for July 1, 2023. Please turn in your Blanket Travel form for FY 23-24. The Business Office has closed out on a cash basis. Once System Office has balanced all 58 schools, we will start the year-end financials. CCR Reversion Funds – Funds we were required to revert to NCCCS as a result of audit finding have been taken care of. There was adequate monies in CCR which assisted with this reversion and did not require the College to find additional funding sources.
Communications	Judy Jennette	<ul style="list-style-type: none"> Working on items related to Fall enrollment. Especially Ag Education Continuing work on MCC shirts with Business/Office and Bookstore
Continuing Ed	Nathan Mizell	<ul style="list-style-type: none"> BLET has 10 days remaining in class. An orientation meeting for the next class is July 18th. Potential for 12 right now. Bertie Schools has requested MCC look at providing Nurse Aid in their high school. RCCC has left, (their instructor left) and they are seeking our assistance. *See Recommendation #1 All Con Ed sections are finishing up budget projections for fiscal year 23-24 ALT slated to begin August 15. We have 9 application packets now with potential for 3 more I've worked with over the weekend.
Human Resources	Morgan Price	<ul style="list-style-type: none"> Full-time/Permanent Part-time timesheets are due 7/5/2023 Leave roll-over will be taking place on 7/10/2023 New State Contract/Administrator for Worker's Compensation effective 7/1/2023. New Administrator – CORVEL Officially live with NeoEd. Paid Parental Leave (PPL) – General Statute 126-8.6 was created/approved in session. This Statute requires all Permanent Full-time and Permanent Part-time employees be eligible for PPL. Currently we offer PPL; however, when our Policy/Procedure was first generated there was little guidance from the State on how to manage/offer this leave. The new G.S. language included verbiage that MCC will need to adapt to ensure compliance with GS and SBCCC. The NCCCS has issued a Proposed Temporary Amendment which is effective 7/1/2023. We are required by law to adhere to this temporary amendment until the final policy is passed by the State Board. This temporary amendment is included in the July President's Council folder. *See Recommendation #2 Appointment Types – Located in July President's Council Folder. Part of the Paid Parental Leave discussions have been centralized around Appointment Types. I have modified our current appointment types. Would like to review these and

		bring the final draft to President's Council in August so we can take it to the BOT in September.
Information Technology	Jason Freeman	<ul style="list-style-type: none"> We are currently planning to change email domains as follows: (a) all permanent employees use @martincc.edu and (b) everyone else, including students and part-time employees, will use @my.martincc.edu. This is expected to impact adjunct faculty the most. Estimated transition timeline to be determined but expected to take place before the beginning of the Spring 2024 Semester. Both emails @my.martincc.edu and @martincc.edu will continue to work for Spring 2024 semester but employees will be logging in with the @my account. *See Recommendation #3 Due to substantially rising costs of our Microsoft 365 subscription, we are experimenting with revoking licenses more quickly than in the past. We used to revoke after not receiving a paycheck for 8 consecutive months, but we have changed it to 4 consecutive months. If a faculty member teaches most semesters, they will see no difference. However, if they teach only one semester per year, there is a high chance that they may not have emails and OneDrive documents from the previous year. *See Recommendation #4 Computers from Building 4, Room 50A have been ordered in E-Procurement. We expect them to arrive in the next 2 weeks. New projector and projector-screen installations will be completed in the next 3 weeks in Building 4, Room 50; Building 4, Room 38A; and, Building 3, Room 10 (Automotive Classroom). I will be at the IIPS conference in Charlotte July 17 through July 21.
Institutional Advancement	Kinsey Price	Not Present
Institutional Research/Effectiveness	Erica Caracoglia	<ul style="list-style-type: none"> Write out full MCC IE Plan. Explore how everyone is doing unit planning. Create a list of different goals that pertain to and may be specific for various institutional departments. Will send lists in the coming weeks as they are developed. Discuss possible trainings in late summer/early fall including creating departmental goals, assessments, and results; SLOs for faculty; student-oriented goals for specific departments. Institutional Accreditation – will share this information with President's Council via July President's Council Folder
Operations & Business/Industry	Billy Barber	<ul style="list-style-type: none"> New cameras installed for Public Safety & Equine Carpet install Friday, for Building 4, 50B, 38B, & hallway Cosmetology workstations demo & install potentially starting this week. Registrar's Office renovations should begin in the next 1-2 weeks. We are tentatively planning to begin moving the Registrar's Office personnel staff to their temporary location next week. Roof drains cleaning sometime within the next two weeks. Equine burial tomorrow. Travaris Hale - Newport News Ship Building Programs called and asked about how our Newport News Ship Building Programs were structured. Plan to call my current contact at

		Newport News to verify information/intent of what is being requested.
Student Services	Dr. Brian Busch	<ul style="list-style-type: none"> The Preliminary Compliance Report was received. As expected, there was a minimal finding. There should be no reversion and no follow-up review. The next review should occur in the 24-25FY. Finding details to be shared at September BOT meeting. In the absence of our HS Programs Director, questions are being directed to ccp@martincc.edu. This is monitored by Shawn Smith and myself. Natasha Roberson is joining with the SGA and Dwayne Evans to serve as a co-advisor.
President's Office	Bebe Major	Not Present
President	Wesley Beddard	<ul style="list-style-type: none"> Voter ID – College photo IDs can now be used for voter identification verification. In order for the College Photo ID to be eligible to serve as valid photo identification for purposes of voting the College must apply and be approved by the NC Board of Elections. The deadline has passed for 23-24; however, the MCC Library is exploring our current ID Policies/Procedures/Processes/Templates to determine how we may modify our current ID issuance process and to ensure we would be in compliance with NC Board of Elections Voter ID Requirements. Goals for 2023-2024 – Direct Reports – Please send these to me by the close of the week. Need to do a walking tour one day soon. Date will be determined later.

Decisions

Motion	Made By	Action Taken
NA	NA	NA

Actions/Recommendations

Action/Recommendation	Responsible Party	Deadline
#1 - Run Job Ad for pool of Nurse Aide Instructors	Nathan Mizell/Morgan Price	TBD
Message/Text to be sent to students letting them know their tuition statement to ready/available. Tammy will let Student Services know when ready. Dr. Busch to generate message. Judy to send out message to students via email.	Tammy Bailey/Dr. Brian Busch/Judy Jennette	TBD

#2 - Paid Parental Leave – HR to discuss at the next President's Chat. Give a brief overview of the changes, what the leave is, and how it will impact MCC.	Morgan Price	Next President's Chat
#3 - Email Domain Name Changes – IT to discuss at the next President's Chat. Give a brief overview of the changes associated with Email Domains.	Jason Freeman	Next President's Chat
#4 - Jason to review current proposal of revoking Office365 Access after not receiving a paycheck after 4 consecutive months to see if 5 months would work better for adjuncts. Will explore options and obtain a list for Dr. Miller to review.	Jason Freeman/Dr. Tabitha Miller	September 2023

The meeting adjourned at 12:15 p.m.

Respectfully submitted by: _____
(Recording Secretary)

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