

Approved at October 2, 2024, Meeting

**President's Council**  
**Thursday, September 5, 2024, 10:00 AM**  
**Building 1, Room 14**

**Members Present:** Dr. Tabitha Miller, *President*; Jason Freeman, *Chief Information Officer*; Dr. Brian Busch, *Vice President, Student Development Services*; Erica Caracoglia, *Associate Vice President, Institutional Effectiveness & Research/Accreditation Liaison*; Tammy Bailey, *Chief Financial Officer/Director, Auxiliary Services*; Kinsey Price, *Vice President, Institutional Advancement*; Morgan Price, *Executive Director, Human Resources*; Billy Barber, *Vice President, Operations & Business/Industry Services*; Happy Gingras, *Vice President, Academic Affairs/Chief Academic Officer*; April Wheeler, *Executive Assistant, President/BOT*

**Members Absent:** Deborah Morris, *Associate Vice President, Bertie Campus*

**Quorum Present:** Yes

President Miller called the meeting to order at 10:04 a.m.

Approval of previous meeting minutes (August 7, 2024)

Motion to approve: Erica Caracoglia  
Second the motion: Dr. Brian Busch  
All in favor: Agreed

**Convocation** Dr. Miller asked for feedback on this year's Convocation. Various members stated they had heard all positive feedback and shared that there was good attendance at all events. President's Council was encouraged to share thoughts/ideas on ways to make next year's event better. Dr. Miller shared that one of the Board of Trustees goals is to attend at least 2 MCC events every year.

**Enrollment Update**

Summer FTE in curriculum is flat. Fall FTE for curriculum is up with an estimated 326 right now compared to last fall's FTE at 289. Head count is also up 74 students. NA's (never attended) are only 20 students, which is approximately 5 FTE. Nine withdrawals so far.  
There will be approximately 130 students (grades 5-8) coming to visit campus next Thursday from Hyde County Schools.

**Accreditation** Erica Caracoglia reported that the SACSCOC 5<sup>th</sup> year report has been completed and sent in. Scheduled review will be early November and if additional review is needed then it goes to SACSCOC Board of Trustees in December.  
The letter to switch our accreditation body has been sent. Erica is meeting with other college liaisons that are on our same accreditation time frame.

**Compliance Audit**

Compliance auditors will be on campus September 9<sup>th</sup>-24<sup>th</sup>.

**HR Updates**

Morgan Price reported that we have had a few positions open that will be closing today. We will have 2 internal openings coming up for EMS personnel related to the expansion grant. Fall required trainings for all employees will be administered in the coming weeks. Mustang Knowledge sessions coming this Fall. If you would like to present something related to your area, see Morgan.

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**Newport News**

**Update** Billy Barber visited the apprenticeship school in Newport News and discussed trades that are in-demand and better transportation systems to get workers there.

**Grants**

**Update** We have received High-Cost Healthcare and Golden Leaf Grants. Jason Freeman reported that the IT grant has been delayed. Everyone was reminded that there is a grant permission form that should be completed. Steps4Growth has a new process to request equipment and there is a meeting upcoming to detail this new process. Dr. Miller stated she would like a Grant Committee to be created.

**Institutional**

**Advancement** Kinsey Price reported that the Foundation audit has been completed with no recommendations. The campus campaign will run the end of September through October and adding the option to donate 1% of salary. Festival sign-ups have been sent out and volunteers are still needed. President's Council members are encouraged to sign-up.

**County**

**Meetings** Dr. Miller encouraged members to please go to County Commissioners meetings if available. Please send in any standing committees' information and these will be available to view in the President's Council SharePoint. The Made in Martin video was sent to us, and we will inquire about receiving the Made in Bertie video.

The meeting adjourned at 12:08 p.m.

Respectfully submitted by: April Wheeler