

**President's Council**  
**Wednesday, November 6, 2024, 10:00 AM**  
**Building 1, Room 14**

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

**Members Absent:** Happy Gingras, *Vice President, Academic Affairs/Chief Academic Officer*; Jeremiah Jackson, *Vice President, Continuing Education/Workforce Development*; 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 (October 2, 2024)

Motion to approve: Erica Caracoglia  
Second the motion: Kinsey Price  
All in favor: Agreed

**CPR Card Fees** Billy Barber will work with Jeremiah Jackson to compare the price of the CPR cards with COA versus Nash. The price of the cards can be increased with no further approval. Continuing Education should implement the cost of the cards with the next class.

**Capital Projects** Billy Barber reported that Building 1 Capital Projects remaining funds can be used for IT modernization, would zero out, and the project can be closed.

**N.C. Statute**

**§ 143-805** Jason Freeman presented the current MCC policy related to use of internet services and provided a revised policy for consideration. No revisions were suggested.

Motion to approve the revised policy as presented:

Dr. Brian Busch  
Second the motion: Morgan Price  
All in favor: Agreed

The revised policy will be presented for Board approval.

Jason Freeman proposed a new procedure, Prohibition of Sexual Activity Content on College Devices and Networks. No revisions were suggested.

Motion to approve the proposed procedure to be included in the Policy & Procedure

Manual as presented: Erica Caracoglia  
Second the motion: Dr. Brian Busch  
All in favor: Agreed

**Academic &  
Operational  
Calendars**

Tabled until the next meeting.

**Hurricane  
Relief**

Dr. Miller announced that MCC has adopted Haywood Community College to offer support to faculty, staff, and students effected by Hurricane Helene. All 58 colleges are participating and paired in groups. MCC is in a group with six other colleges. Dr. Miller sent out a letter with details about this opportunity and ways to donate. There will be a meeting Friday about an Angel Tree initiative.

**Administrative  
Authority**

Morgan Price presented an amended Administrative Authority procedure. Our current procedure is outdated, and a revised procedure is needed due to personnel changes. No revisions were suggested.

Motion to approve amended procedure as presented:

Dr. Brian Busch

Second the motion: Tammy Bailey

All in favor: Agreed

**Open  
Discussion**

Erica Caracoglia reported that SACSCOC should be finishing the 5<sup>th</sup> year reviews soon.

Dr. Brian Busch discussed the College's Enrollment and Success Management Plan to support our Strategic Plan. The goals are to increase enrollment, improve performance, and increase credential attainment. All areas are invited to contribute.

Plans for a ceremony to celebrate Dr. Miller's first year as President will start soon after the new year.

All members were reminded to follow the signature flow on all forms before reaching the President's Office and check for accuracy.

The meeting adjourned at 12:27 p.m.

Respectfully submitted by: April Wheeler