

President's Council
Wednesday, December 4, 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*; Happy Gingras, *Vice President, Academic Affairs/Chief Academic Officer*; Jeremiah Jackson, *Vice President, Continuing Education/Workforce Development*; Kinsey Price, *Vice President, Institutional Advancement*; Morgan Price, *Executive Director, Human Resources*; 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 10:02 a.m.

Approval of previous meeting minutes (November 6, 2024)

Motion to approve:	Kinsey Price
Second the motion:	Dr. Brian Busch
All in favor:	Agreed

Enrollment Update

The Spring 2025 semester will begin in 37 days. Estimated FTE is 252; Spring 2024 FTE was 247 at this time last year. Currently 670 students enrolled; 649 students enrolled at this time last year. There are 301 non-high school students active Fall 2024 with 191 registered for Spring. There are 544 high school students active Fall 2024 with 431 of those students registered for Spring.

SACSCOC & HLC Updates

Erica Caracoglia stated that we should hear about the 5th year review by December 19th. We are waiting on Department of Education to approve the move to HLC. We received a letter requesting more information.

Calendars

Happy Gingras presented the 2026-2027 Academic and Operational calendars. For consistency it was suggested to remove Christmas and New Years Day and just indicate "Campus Closed." Keep "Christmas Holiday Observed."

Motion to approve both calendars with revisions:	Billy Barber
Second the motion:	Erica Caracoglia
All in favor:	Agreed

The revised calendars will be presented for Board approval.

Dev Ed Changes

Happy Gingras stated that faculty and Division Chairs are still planning English & Math developmental changes and will present to the Curriculum Committee before moving forward.

Approved at the January 8, 2025 Meeting

ISA

Agreement Happy Gingras presented a 1+2 ISA Agreement for PTA with Edgecombe CC. With approval this agreement will be presented to the Board.

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

Standing

Committees All committee meetings must have minutes recorded, approved, and posted on the Intranet. Committee Chairpersons should have an individual identified for minutes.

Admissions

Update Dr. Brian Busch shared a memo from the System Office related to new admissions updates for undocumented immigrants. Policy revisions will be reviewed for approval at the next meeting.

Student Text

Messaging Dr. Brian Busch shared a student text messaging procedure and process. Revisions will be reviewed for approval at the next meeting.

Lost/Damaged

Materials Dr. Brian Busch shared the current lost or damaged (Library) materials policy and procedure as well as revised versions. Revisions will be reviewed for approval at the next meeting.

Onboarding

Discussion Morgan Price sent out a survey (by email on 11/21/2024) seeking feedback on ways to better communicate new hires to all areas on campus and ways to improve onboarding for new employees.

Haywood

Update Angel Tree items were delivered to Haywood CC on December 2nd. Dr. Miller expressed thanks to all who donated.

Civil Rights

Act Dr. Miller stated that three community colleges have received notification of lawsuits due to scholarships being available to only a certain demographic. All scholarships at MCC are good. Dr. Miller encouraged all areas to ensure nothing goes against the Act (including on our website) and to be inclusive.

Capital

Projects Billy Barber stated that the cost of renovations has doubled. The 3-1 approval was signed at the November Board meeting. The architect will be sending a proposal with more details. Kinsey Price will schedule the auditorium through May 31st and after that will be under construction.

December

Break Part-time timesheets are due to Michelle Revels at 9:00 AM Monday, 12/9. Morgan Price reminded everyone that it is the supervisor's responsibility to monitor time sheets

Approved at the January 8, 2025 Meeting

to ensure accuracy. If anyone needs to work during the break, please plan ahead for access to buildings. Everyone is encouraged not to work during the three days scheduled for the Christmas holiday.

The Toys for Tots deadline for new and unwrapped toys is December 8th. Drop-off is at NC Tele Center.

The meeting adjourned at 12:20 p.m.

Respectfully submitted by: April Wheeler