

**President's Council**  
**Wednesday, January 7, 2026, 10:00 AM**  
**Building 1, Room 14**

**Members Present:** Tammy Bailey, *Chief Financial Officer/Director, Auxiliary Services*; Billy Barber, *Vice President, Operations & Business/Industry Services*; Dr. Brian Busch, *Vice President, Student Development Services*; Dr. Erica Caracoglia, *Vice President, Strategic Initiatives*; Jason Freeman, *Chief Information Officer*; Happy Gingras, *Vice President, Academic Affairs/Chief Academic Officer*; Jeremiah Jackson, *Vice President, Continuing Education/Workforce Development*; Deborah Morris, *Associate Vice President, Bertie Campus*; Kinsey Price, *Executive Director, Institutional Advancement*; Morgan Price, *Executive Director, Human Resources*; April Wheeler, *Executive Assistant, President/BOT*

**Members Absent:** Dr. Tabitha Miller, *President*

**Quorum Present:** Yes

Morgan Price called the meeting to order at 10:03 a.m.

Wesley Beddard, Director, Community College Engagement of NC East Alliance addressed members of President's Council regarding collaboration with NC East. Mackenzie Pope and Julie Crippen also attended.

Approval of previous meeting minutes (December 3, 2025)

Motion to approve:	Jason Freeman
Second the motion:	Jeremiah Jackson
All in favor:	Agreed

**Leon's Law  
Procedure**

Dr. Brian Busch presented a proposed procedure related to Leon's Law. The Continuing Education portion was reviewed, and it was noted that the required form is currently available on FundFive and that the process is relatively straightforward. Suggested revisions included replacing references to "FundFive" with a more generic term in the event the College changes service and changing references to a specific Registrar to "appropriate Registrar." The group also discussed that the document reads more as a process rather than a procedure. After discussion, Dr. Busch will work with Jeremiah to revise the Continuing Education portion and consider developing a more general, blanket statement appropriate for a procedure. The revised procedure will be brought back for review at the February meeting.

**Education  
Records**

Dr. Brian Busch recommended adding the definition of an education record from the Leon's Law Toolkit to the procedure. After discussion, the group agreed that these definitions should be included in the college/departmental processes rather than in the procedure, and that the procedure should instead reference a more general definition. Student Development Services will continue to operate under the guidance provided in

Approved at February 11, 2026 Meeting

the Leon's Law Toolkit. This will be incorporated into the revised procedure and brought back for review.

**Future**

**Capital Proj.** April Wheeler reminded the group that the Future Capital Projects spreadsheet has been shared in SharePoint, and each member of President's Council should identify their top five priorities and be prepared to bring them back for discussion.

A brief update was provided on BibliU.

The café will be opening on January 20<sup>th</sup>, and they plan to offer pre-paid cards for students and staff.

The meeting adjourned at 12:52 PM.

Respectfully submitted by April Wheeler