

**BEAUFORT COUNTY COMMUNITY COLLEGE
PLANNING COUNCIL
Wednesday – May 22, 2012**

The Beaufort County Community College's (BCCC) Planning Council met in the Continuing Education Building, Building 8, Room 830 to discuss the 2012-2017 Institutional Effectiveness (IE) Plan for each department and division.

PRESENT

Dr. David McLawhorn, President

Jay Anders for Kim Mullis
Dr. Crystal Ange
Wesley Beddard
Dixon Boyles
JoLinda Cooper
David Crosby
Donna Dunn
Dell Enecks
Chuck Hauser

Lisa Hill
Kimberly Jackson
Chet Jarman
Dorothy Jordan
Brown McFadden
Judith Meyer
Dr. Phillip Price
Dorie Richter, PC Chair
Tricia Woolard for Penny Sermons

ABSENT

Amy Bass
Clay Carter
Judy Jennette
Morgan Roberson

Planning Council Chair, Dorie Richter, called the meeting to order on May 22, 2012, at 8:30 a.m. New and returning members were welcomed.

Ms. Richter asked the Planning Council to review the agenda for the afternoon and to make any additions or modifications they wished. With no modifications, Dr. Crystal Ange, Dean of Student Services, made a motion to accept the agenda as presented; Dr. Phillip Price, Dean of Administrative Services, seconded the motion. With no further discussion, the motion carried.

The agenda items were as follows:

I. Annual Evaluation of the Planning Council and Planning Process

Ms. Richter asked the Council to review the spring 2012 Planning Council Questionnaire. The Council would be asked to make any appropriate recommendations later in the morning when all members had shared their plans for next year.

II. BCCC Information Technology Activities Update

David Crosby, Chairperson of the Information Technology (IT) Committee, summarized the actions of the IT Committee during 2011-2012. David spoke about (1) the emerging technologies TAACCCT grant and what the new equipment/infrastructure would provide, (2) the approval of the IT Plan, and (3) the new modules being implemented in Math and soon-to-be -developed modules in English. He also reported that the IT Committee would be working on a printing policy this summer and fall.

Brown McFadden, Network Administrator, reported that the College with funds from TAACCT grant will purchase 4 iMacs, 40 iPads and 50 MacBook Pros (laptops that run Windows 7 and Mac OS), upgrade the campus with HP networking, expand campus wireless using MERU products to be in every classroom, implement a campus wide "Lecture Capture" solution - Camtasia Relay. Also MCNC/NCREN will be making BCCC an Anchor site for the NCREN state fiber optic network; this 10gbs fiber will be installed latter this summer. Brown added that a Golden Leaf Foundation Scholar was working with him as an intern this summer along with two other assistants from JobLink. Building 12 is progressing well, fiber optics and telephone cables have been connected and additional surveillance cameras, a campus wide energy monitoring solutions is coming on line. The Disaster Recovery Datacenter will be housed in B12 and the 40gb fiber backbone is being prepared as part of the TAACCT grant.

Chuck Hauser, Systems Administrator, gave an update about the new production user interface encouraging the Council to access <http://10.1.12.14> for more information.

Tricia Woolard, Educational Media/Graphics Coordinator, talked about the new emerging technologies lab in the LRC which will house a MAC lab with 4 Apple computers, 15 iPads, and 12 Android tablets. The lab will also have an interactive TV, and two media site recorders that will be available for training faculty, staff, and students. The LRC staff plans to hold 2-3 training sessions a month. She also said that there will be an open house to "showcase" the new lab. Ms. Woolard also gave an update of the distance learning classes (Google Analytics).

III. SACS Update

Dixon Boyles, Arts and Sciences Division Chairperson and SACS Liaison, reported that the College will begin to prepare for the College's 5th Year Report for SACS. The Report is due September, 2014.

IV. 2012-2017 Institutional Effectiveness Plan "Activities/Tasks"

The Planning Council members presented their new or modified "activities/tasks" along with their budget priorities to the Council for questions and comments. Several topics were discussed at length. Some of the topics included the completion of the new AH Building and subsequent office relocations, emerging technologies provided by the TAACCCT grant, retirements & new hires, ECHS, RIBON program, Career & College Promise, Success NC, Code Green CIP, computer labs (pc & MAC), BCCC Web Page, social media presence, BlackBoard 8, Developmental Education learning modules, student centered focus for Student Services, recruiting & marketing, and the possibility of online counseling.

Dr. David McLawhorn, BCCC President, concluded the "activities/tasks" planning reports by discussing his institutional effectiveness plan, the College budget status, Career & College

Promise, and a needed facilities master plan. He complimented the Council on the excellent work they have done and are currently doing.

V. Recommendations for the BCCC Long-Range Planning process

The Council reviewed the spring 2012 Planning Council Questionnaire. Overall, the results were very favorable. Based on the questionnaire results and the Council's presentations, there were no recommendations.

Ms. Richter suggested that the Planning Council take an in-depth review or analysis of the current planning process in view of the fact that the current process is, although it has carried the College through two SACS Accreditation visits, a 15-plus year old process. She recommended that the Council investigate software packages that integrate accreditation, planning, and assessment such as SPOL, Weave Online, Xitracs, and Compliance Assist.

Before adjourning, Faculty Senate and Staff Association representatives were thanked for their participation. Dr. David McLawhorn was also thanked for the outstanding support and guidance he has given to the College planning efforts and process. And, Ms. Richter was thanked for her direction and assistance to the planning process, meetings, and membership. (Dr. McLawhorn and Ms. Richter are both retiring from BCCC at the end of this month.)

Planning Council members were asked to send a copy of any changes to their 2012-17 Institutional Effectiveness Plan "activities/tasks" to Dorie Richter before May 29, 2012. Individuals who had not submitted their End-of-the-Year report for 2011-2016 were asked to send them to the IE office as soon as possible.

Ms. Richter thanked all those present for their time and input and, with no further business, the meeting adjourned at 11:30 a.m.

Doreen K. Richter, Chair