

PLANNING COUNCIL MEETING

Beaufort County Community College, Building 10, Board Room
Wednesday - June 8, 2009

The Beaufort County Community College's (BCCC) Planning Council met in the board room of Building 10 to discuss the 2009-2014 Institutional Effectiveness Plans for each department and division.

PRESENT

Dr. David McLawhorn, President
Gregg Allinson
Crystal Ange
Amy Bass
Wesley Beddard
Laura Bliley
Dixon Boyles
Clay Carter
David Crosby
Donna Dunn

Dell Enecks
Chet Jarman
Judy Jennette
Brown McFadden
Riley Mills
Phillip Price
Dorie Richter, PC Chair
Penny Sermons
Sherry Stotesberry
Karen Toler

ABSENT

Mike Davis
Chuck Hauser
Carolyn Hughes
SGA President

Planning Council Chair, Dorie Richter, called the meeting to order on June 8, 2009, at 1:00 p.m. Crystal Ange – new Dean of Student Services, Laura Bliley – Faculty Senate President, Dell Enecks - Faculty Senate Representative, and Sherry Stotesberry and Karen Toler - Staff Association Representatives were welcomed. Returning members were also 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, Phillip Price, Dean of Administrative Services, made a motion to accept the agenda as presented; Gregg Allinson, Allied Health Division Chair, seconded the motion. With no further discussion, the motion carried.

The information in the folders, distributed at the beginning of the meeting, was reviewed. Ms. Richter asked the Council to send her any changes to the unit and subunit chart.

The agenda items were as follows:

1. Annual Evaluation of the Planning Council and Planning Process

The Council reviewed and discussed all questions on the Winter 2008-09 Planning Council Questionnaire.

Ms. Richter pointed out that there was one comment saying “We seem to be weak in the area of assessment as indicated in the recent SACS report.” Ms. Richter explained that there was a SACS recommendation relating to assessing student learning outcomes and that once the College had received feedback from the SACS Commission, the Council would be able to analyze the assessment of student learning outcomes and adequately address the comment.

Two other comments related to the budget and stated that “The (budget) procedures are clear, but the requests never seem to be reflected in the actual budget.” and “The instructions are clear but is this reality?” The Council agreed that in a “bad” budget year the comments are probably true; however, adding budget requests to the IE Plan is still recommended as a way of anticipating needs and documenting new ideas and technologies for the “good” budget year.

Ms. Richter asked if there were any other comments, suggestions, or recommendations (additions, modifications, or deletions) based on the questionnaire results. There were none.

II. BCCC Information Technology Activities Update

David Crosby, Chairperson of the Information Technology (IT) Committee, summarized the actions of the IT Committee during 2008-09. David spoke about the active directory server for campus Vista users, GroupWise archiving, archiving distance learning classes and backups, the cost to renew WebSense and some alternatives to WebSense, the Wiki server for the writing lab, the digital publications ad hoc committee recommendations which were approved by BCCC Administrative Council, streaming media, and the increase in the number of online offerings. (Penny Sermons, LRC Director, added that it is important to recognize that many students enrolled in online classes also are taking one or more seated classes on campus. Brown McFadden, Network Administrator, elaborated on several of the items mentioned above.)

III. SACS Update

Dixon Boyles, Arts and Sciences Division Chairperson and SACS Liaison, reported that the College had submitted its response to the SACS Commission for review. The Commission is scheduled to review the response during June 25th – 27th. Reaffirmation notification should be posted the first week in July.

IV. 2009-2010 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 new Allied Health Building construction, general need for classroom space, NLN accreditation, ECA CIP, online planning, a Clinical Informatics Program, BLET supplies, Writing Center, strategy for addressing the CT performance standard, NCIH classes, online and hybrid classes, Industrial Technology Division equipment needs, need for LRC laptops, need for computer lab upgrades, WebAdvisor, Education-to-Go, Jobs NOW (e.g. CDL Training), Admissions' website, recruiting plan, BCCC blog, and BCCC Twitter.

Phillip Price updated the Council on the State budget. He reported that the overall cutback for the 2009-10 year recommended by the House of Representatives was 11%. Dean Price stated that the College could expect budget reversions during the 2009-10. He summarized the list of cutbacks directed to all NC community colleges for next year, such as a decrease in equipment money, the restructuring of Continuing Education fees, eliminating senior citizen waivers, and so forth. He also reported that there would likely be an \$8 per credit hour increase in tuition.

Dr. David McLawhorn, BCCC President, concluded the "activities/tasks" planning reports by discussing his institutional effectiveness plan, expressing his concern about the College budget, and reporting on several cutbacks made in the administrative areas. He reminded the Council that it was everyone's job to "pitch in."

Dr. McLawhorn then reported that the Beaufort County Commissioners had approved \$4.5 million USDA loan for the construction of the Allied Health Building. Dr. McLawhorn continued by encouraging the Council, where applicable, to continue to investigate strategies to meet performance standards. Finally, when Gregg Allinson asked if the funding formula was ok, Dr. McLawhorn responded by stating that there was no problem with the formula only with the lack of funding applied to the formula.

V. Recommendations for the BCCC Long-Range Planning process

Laura Bliley, Faculty Senate President, expressed some concern about the format. (Ms. Bliley is required to follow guidelines and procedures set forth by the NC Board of Nursing and by the NLN.) Ms. Richter offered to meet with her to incorporate the BON and NLN goals in her plan.

Other comments for the IE planning process relate to the Winter 2008-09 Planning Council Questionnaire which was distributed at the beginning of the Council meeting. Please refer to item I, page 1, of these minutes for details.

Before adjourning, Ms. Richter thanked representatives from the Faculty Senate and Staff Association. She asked if they had any additional comments. Amy Bass was also thanked for the excellent job she did formatting and compiling the new Institutional Effectiveness Plans prior to the meeting.

Planning Council members were asked to send a copy of any changes to their 2009-14 Institutional Effectiveness Plan "activities/tasks" to Dorie Richter or Amy Bass before June 15, 2009. End-of-the-Year reports for 2008-2013 were due before May 30, 2009. Individuals who had not submitted their End-of-the-Year report for 2008-2013 were asked to send them to Ms. Richter or Amy Bass as soon as possible.

Ms. Richter thanked all those present for their time and input and, with no further business, the meeting adjourned at 3:45 p.m.

Doreen K. Richter, Chair _____

Date: _____