

PLANNING COUNCIL MEETING

Beaufort County Community College, Building 10, Board Room
Wednesday - June 14, 2010

The Beaufort County Community College's (BCCC) Planning Council met in the board room of Building 10 to discuss the 2010-2015 Institutional Effectiveness (IE) Plans for each department and division.

PRESENT

Dr. David McLawhorn, President
Gregg Allinson
Amy Bass
Wesley Beddard
Laura Bliley
Dixon Boyles
Clay Carter
David Crosby
Mike Davis
Donna Dunn
Dell Enecks

ABSENT

Chuck Hauser
Betsey Lee Hodges
Chet Jarman
Judy Jennette
Dorothy Jordan
Brown McFadden
Phillip Price
Dorie Richter, PC Chair
Penny Sermons
Sherry Stotesberry
SGA President
Crystal Ange
Riley Mills

Planning Council Chair, Dorie Richter, called the meeting to order on June 14, 2010, at 1:00 p.m. following a delicious lunch catered by the Meeting Place. Laura Bliley – Faculty Senate President, Dell Enecks and Mike Davis - Faculty Senate Representatives, Sherry Stotesberry - Staff Association President, and Betsey Lee Hodges and Dorothy Jordan – 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; Chet Jarman, Dean of Continuing Education, 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 mentioned that the data for the College Accountability Standards was excellent, but unofficial. The official data will be published in the July 2010 NCCCS Critical Success Factors Report.

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 2009-10 Planning Council Questionnaire. Overall, the results were favorable. The respondents felt that the College Planning Council does “a great job... and is very important.” There were some comments that related to the budget process and lack of funding. (Note: For the past two years all community colleges have experienced critical budget shortfalls resulting in salary, equipment, and travel restrictions.)

There was a brief discussion about the questionnaire comments relating to the college academic calendar and possible conflicts with the Beaufort County Schools' calendar. Laura Bliley, Director of Nursing Programs, explained to the Planning Council that Dean Beddard had consulted with public school personnel and then shared possible solutions with the BCCC Faculty Senate. The calendar was adjusted, completed, and then approved by the Faculty Senate and, subsequently, BCCC Administrative Council.

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 2009-10. Mr. Crosby spoke about Blackboard version 9 and its features, Blackboard 9.1, the Information Technology Needs Assessment, social learning/networking web sites, Smart Boards, and the transition from Blackboard to Moodle. (Penny Sermons, LRC/DL Director, discussed the training that would be necessary for the transition to Moodle and shared distance learning statistics generated from Google Analytics application. Chuck Hauser, Systems Administrator, spoke to Web Advisor 3.1.5 and database upgrades. Brown McFadden, Network Administrator, elaborated on the new Blackboard server and about several of the items mentioned above.)

III. SACS Update

According to Dixon Boyles, Arts and Sciences Division Chairperson and SACS Liaison, the SACS Annual Financial Report has been completed and submitted. In addition, Mr. Boyles stated that he was working with Penny Sermons to determine which degrees, if any, are available online. The updated information will be forwarded to SACS. Mr. Boyles also reported that the College has determined the location of the Writing Center and was reviewing applications for a Center director. Writing Center activities are part of the College's QEP.

IV. 2009-2010 Institutional Effectiveness (IE) 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 College Master Facility Plan renovations, signage for campus "tobacco-free" policy, systems and network upgrades, NLN accreditation, SACS/QEP Writing Center location and staffing, new program possibilities, class needs for dislocated workers, Paramedic training, NAI and NAII offerings in the service area counties, distance learning courses, increased use of the ASC lab, social networking sites (Facebook, Twitter, etc.), transition to Moodle, PR focus groups, Avatars on the College web site, need for a special populations coordinator, Bookstore POS, work-order system for maintenance, need for a keyboarding/computer skills test, the rose garden, and computer lab upgrades.

Dr. David McLawhorn, BCCC President, concluded the "activities/tasks" planning reports by reviewing his institutional effectiveness plan. He complimented the College on the

excellent job meeting seven of the eight performance measures. He also reported that the Beaufort County Commissioners had approved the College budget request for 2010-2011.

V. Recommendations for the BCCC Long-Range Planning process

Copies of the Planning Council Questionnaire were 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 Dr. McLawhorn, the representatives from the Faculty Senate and Staff Association, and all other Planning Council members for their time and assistance. Amy Bass was also thanked for the excellent job she does formatting and compiling IE unit and subunit plans.

Planning Council members were asked to send a copy of any changes to their 2010-15 Institutional Effectiveness Plan "activities/tasks" to Dorie Richter or Amy Bass before June 30, 2010. Individuals who had not submitted their End-of-the-Year report for 2009-2014 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, Wesley Beddard made a motion to adjourn. Phillip Price seconded the motion. The meeting adjourned at 4:20 p.m.