

**BEAUFORT COUNTY COMMUNITY COLLEGE
PLANNING COUNCIL**

The Beaufort County Community College (BCCC) Planning Council met in the Board Room of Building 10 on Wednesday, November 17, 2010

PRESENT

Dr. David McLawhorn, President

Crystal Ange

Amy Bass

Dixon Boyles

Clay Carter

David Crosby

JoLinda Cooper

Mike Davis

Donna Dunn

Dell Enecks

Chet Jarman

Judy Jennette

Brown McFadden

Phillip Price

Dorie Richter, PC Chair

Penny Sermons

ABSENT

Gregg Allinson

Wesley Beddard

Laura Bliley

Milton Cobb

Chuck Hauser

Tracey Johnson

Dorothy Jordan

Planning Council Chair, Dorie Richter, called the meeting to order at 3:05 p.m. Dell Enecks and Mike Davis, Faculty Senate Representatives, and JoLinda Cooper, Staff Association President, were welcomed. Returning members were also welcomed.

Dorie Richter asked the Planning Council to review the agenda for the afternoon and to make any additions or modifications they wished. Phillip Price, Dean of Administrative Services, made a motion to accept the agenda as presented; Chet Jarman, Dean of Continuing Education, seconded the motion. The motion carried.

The information packets that were distributed at the beginning of the meeting were reviewed. Ms. Richter asked the Council to send her any changes to the unit and subunit chart.

The agenda items were as follows:

I. Mission Review Committee Report

Dorie Richter, Director of Institutional Effectiveness, reported that the College Mission Review Committee had met on September 16, 2010; discussed the input received from BCCC faculty and staff; and reviewed the College Core Values, Vision, Mission, and Long-range Goals.

According to Ms. Richter, the Mission Review Committee recommended adding “sustainability” to the College Vision to read as follows - “Beaufort County Community College will continue to be an innovative community leader, providing an open door to ~~the~~ a sustainable future through educational opportunity, economic development, and public service.”

The Mission Review Committee also recommended two new long-range goals. They can be found at

www.beaufortccc.edu/Planning/PDF/Vission%20&%20Mission/vission.pdf.

BCCC Administrative Council approved only the recommendation for two new long-range goals on September 29, 2010. (The Administrative Council approved the core values, vision, and mission without changes.)

The approved Vision, Mission and amended Long-range Goals were emailed to all personnel by the BCCC President on October 13, 2010 and have been posted on the BCCC web site. A copy of the Mission Review Committee meeting minutes also has been posted.

II. BCCC Information Technology Committee Activities

David Crosby, IT Committee Chair, reported on several projects that were discussed during the fall IT Committee meeting. The projects were related to Blackboard and the transition to Moodle, the decision not to transition to Moodle, the Blackboard upgrade to 9.1, the installation of Microsoft 2010 in the Building 2 labs, the installation of Microsoft Office Suite in the BCCC LRC, the success of early registration in a central location (Building 5), the formation of an ad hoc committee to discuss online email services, and the distribution of the Information Technology (IT) Plan for 2010-11.

Mr. Crosby also reported on the College's distance learning offerings. Currently, there are 760 students enrolled in hybrid courses, 701 students in online courses, and 130 in web enhanced classes. Penny Sermons, LRC/DL Director, shared that there were 64 online courses and 68 hybrid courses scheduled for spring 2011.

Brown McFadden, Network Administrator, reported that he had updated GroupWise. He discussed the NCCCS's efforts to select an email system from several choices: LIVE.edu, Google Apps, Google, and Microsoft Exchange. Mr. McFadden is working with the community college system to set up our college network with NC REN to maximize bandwidth.

III. SACS Update

Dixon Boyles, Arts and Sciences Division Chairperson and SACS Liaison, reported he was working with Penny Sermons and Wesley Beddard to update the list of the college's distance learning offerings to submit to SACS.

Mr. Boyles also told the Council that the BCCC Writing Center is open and functioning. The Writing Center is a major component of the college's QEP.

Finally Mr. Boyles mentioned that he was in the process of reviewing the General Education learning outcomes assessment, another major component of the college's QEP. He added that current documentation is being gathered about the performance of recent General Education program graduates.

IV. "Planning Assumptions" Subcommittee Recommendations

Judy Jennette, Director of PR/Communications, summarized the activities of the Planning Assumptions Subcommittee. Ms. Jennette pointed out the changes from last year’s planning assumptions. She stated that the subcommittee had carefully reviewed last year’s critical issues and strategic objectives and, based on all updated data, recommended the following:

CRITICAL ISSUE	STRATEGIC OBJECTIVES: Short-Range Goals
Maintaining Enrollment and Current Service Levels with Reduced Funding.	<ol style="list-style-type: none"> 1. Assess and revise practices and programs to maximize utilization of reduced resources. 2. Communicate College offerings and programs which contribute to success. 3. Seek more nontraditional sources of funding.

The Council thanked Ms. Jennette and the subcommittee for their time and effort. Clay Carter, Director of Evening and Off-campus Programs, made a motion to accept the identified critical issues and short-range goals for the 2011-12 planning year as recommended by the subcommittee; David Crosby seconded the motion. With no further discussion, the motion carried.

V. Expected Measurable Outcomes for the 2011-2012 Strategic Objectives

Dorie Richter distributed a copy of the newly approved short-range goals with suggested outcomes listed for each one. There were no changes to the outcomes for short-range goal #1 or #2. Since short-range goal #3 is new, Ms. Richter agreed to send suggested outcomes for #3 by mid-January to the Planning Council for approval.

VI. Modifications to the BCCC 2010-2015 Institutional Effectiveness Plan.

Ms. Richter asked the Council if there were any modifications based on budget issues or based on the 2009-2014 “End of the Year” Report. There were none.

All members present were thanked again for their time, effort, and input. Dean Price made a motion to adjourn the meeting; Crystal Ange, Dean of Student Services, seconded the motion. With no further discussion, the motion carried. The meeting was adjourned at 3:50 p.m.

Additional note: Council members are reminded to

- Review their unit/subunit purpose and goals and to begin to develop the activities and tasks for the BCCC 2011-2016 Institutional Effectiveness (IE) Plan,
- Send any changes to this year’s BCCC 2010-2015 IE Plan (Refer to item VI.) to Amy Bass,
- And complete and forward **mid-year reports to Amy Bass by Friday January 21st.**