

ADMINISTRATIVE COUNCIL MEETING MINUTES

March 29, 2000

The Administrative Council met at 2:30 p.m. on Wednesday, March 29, 2000, in the Board Room of Building 1. Attending were Dr. Ron Champion, Sandra Sauvé, Dorie Richter, Kay Hauser, Dr. David McLawhorn, Clay Carter, Judy Jennette, Almeta Woolard, and Janice Daughtry. Dr. Angela Mason, Chet Jarman, and SGA President Christina Leggett were unable to attend.

Dr. Ron Champion called the meeting to order and addressed agenda items as follows:

I. Approval of January 12, 2000, Minutes

Motion was made by Dr. David McLawhorn and seconded by Clay Carter to accept the January 12, 2000, minutes. Motion carried.

II. Old Business

Kay Hauser expressed concerns regarding the 2000-2001 instruction calendar. Kay stated that faculty feels spring break is scheduled too close to the end of the semester. After Council discussion, Dr. Champion requested that Kay Hauser, Sandra Sauvé, and Dr. David McLawhorn review the new calendar for possible Council revision.

III. New Business

Dorie Richter presented and reviewed the minutes of the February 8, 2000, Evaluation Systems Committee meeting. A motion was made by Sandra Sauvé and seconded by Janice Daughtry to accept the minutes as presented. Motion carried. (See minutes on the CampusNet under Committees & Minutes link.)

Dr. David McLawhorn reviewed the minutes of the March 21, 2000, Curriculum Committee meeting. Dr. McLawhorn concluded his review with a motion to accept the minutes. Judy Jennette seconded the motion. Motion carried. (See minutes on the CampusNet under Committees & Minutes link.)

IV. Progress Reports

Clay Carter reported that the development of a welding program at Mattamuskeet High School is progressing.

Almeta Woolard reported that the Faculty/Staff Association sold 656 tickets recently for a drawing for a weekend get-away.

Judy Jennette reported that the Marketing Committee has scheduled a series of planning meetings to develop a new marketing strategy for the College.

Janice Daughtry stated that a temporary bid date of April 25 has been set with construction to begin in May for the renovation of the LRC in Building 5. She also stated that the parking lot for Building 8 is complete for now, with a plan for paving this summer.

Dr. David McLawhorn affirmed that the Educators Leadership day was a success and added that a similar event is being planned for educators from Hyde County.

Dr. McLawhorn also reported that discussion is in process for the possible development of a Truck Driving Training program through the Continuing Education Division. Chris Roscoe from the Industrial Technology Division has been awarded the TIER-A "Return to Industry" grant and will be working at Tideland Electric Membership Corporation. Halifax Community College is developing a proposal for a Pulp/Paper Technology program for state-wide Distance Education offering and BCCC will be a partner in that effort. Dr. McLawhorn concluded his comments by announcing that the Medical Laboratory Technology curriculum has been reaccredited for another seven years; the BLET program had a 100% licensing pass rate; and the ADN program has acquired a 100% State Board pass rate.

Kay Hauser reported that an ad hoc committee has been appointed to review the placement testing policy.

Sandra Sauvé stated that this year's graduation will be held at Washington High School. Work on the new catalog is in process. Sandy also said that participation was very good for the recent workshops presented by Student Services and that feedback has been positive. Sandy concluded her report by stating that twenty-one nominations for new Ambassadors have been received; Relay for Life campaign is progressing; Spring Fling is scheduled for April 10 – 14; Steppin Out workshops are scheduled for April 6; and the Job Fair is set for April 19.

Dr. Ron Champion began his report by stating that Board of Trustees committee meetings are in process for developing plans for the up-coming year. He further stated that recent College audits have been good. The findings of the Service Area Study have been released. BCCC will relinquish its service to Tyrrell County and share services to Washington County with Martin Community College. However, there are issues still to be resolved between the BCCC Board of Trustees and the State Community College System. Dr. Champion concluded his report by stating that there is no information available yet for next year's budget.

V. Adjournment

The meeting adjourned at 4:05 p.m. The next meeting will be held Wednesday, April 26, 2000 at 2:30 p.m.

Ron Champion, Chair