

## ADMINISTRATIVE COUNCIL MEETING MINUTES

October 25, 2000

The Administrative Council met at 3:30 p.m. on October 25, 2000, in the Board Room of Building 1. Attending were Dr. Ron Champion, Dr. David McLawhorn, Sandra Sauvé, Janice Daughtry, Bobby Williams, Dorie Richter, Chet Jarman, Judy Jennette, and Dan Fitzgerald, SGA president. Kay Walker Hauser, and Clay Carter were unable to attend.

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

### **I. Approval of September 27, 2000, Minutes**

Motion was made by Janice Daughtry and seconded by Sandra Sauvé to accept the September 27, 2000, minutes. Motion carried. (See minutes on the CampusNet under Committees & Minutes link.)

### **II. Old Business**

Dr. Champion announced that the faculty and staff Christmas luncheon would be held on December 15, 2000.

### **III. New Business**

Dorie Richter presented for approval the September 26, 2000, Evaluation Systems Committee meeting minutes. Motion was made by Janice Daughtry and seconded by Chet Jarman to accept the minutes. Motion carried. (See minutes on the CampusNet under Committees & Minutes link.)

Mandy Jones presented the Purpose Review Committee meeting minutes of September 19, 2000, for approval. Motion was made by Sandra Sauvé and seconded by Dorie Richter to accept the minutes. Motion carried. (See minutes on the CampusNet under Committees & Minutes link.)

### **IV. Progress Reports**

Dorie Richter reported that the IE office is working on non-returning student surveys; assisting Almeta Woolard with the Title III questionnaire; and beginning the fall planning process – reviewing planning assumptions and strategic objectives.

Judy Jennette reported that distribution of information regarding the bond referendum is on-going and that yard signs are still available from the Public Relations office. She concluded her comments by stating that the Seventh Annual BCCC Foundation Golf Tournament will be held on November 4, and that team spots are still available.

Mandy Jones reported that the Staff Association's participation with the campus fund drive for the United Way campaign was successful. She further reported that the proceeds from the sale of BCCC license plates will be added to the Lou Tyer Scholarship fund.

Dr. David McLawhorn reported that the Instructors Conference held in Greensboro recently was a beneficial event for BCCC faculty and staff. Dr. McLawhorn further announced that the Career Fair held last week went very well with good participation from local schools.

Janice Daughtry reported that work on parking lot #8 is complete. Renovations of the LRC and bookstore are completed also. Renovations are in process for the new location of the BLET division. Re-designing work on the Rosa "Rosebud" Watson Roberson Rose Garden are scheduled to begin soon. Bids for the new walkway between building 1 and 9 are currently being reviewed. She concluded by stating that the new registration collection process for the Continuing Education Division is scheduled to begin January 2, 2001.

Dan Fitzgerald, SGA president, stated that the "Voter Registration" drive was very successful with 1300 more voters registered. Dan also reviewed plans for the "Fall Fest" scheduled for October 30 and 31.

Sandra Sauvé reported that the new catalog is complete and is available for distribution. Ms. Sauvé added that brochures and class schedules will also be available as soon as the printing process is complete.

Dr. Champion thanked the SGA, faculty, and staff for all their assistance in creating awareness regarding the College's needs that would be addressed with the passage of the bond referendum. Dr. Champion stated that FTE is down by 37 and encouraged all to actively participate in the on-going recruitment campaign for spring semester.

## **V. Adjournment**

The meeting adjourned at 4:10 p.m. The next meeting will be held November 29, 2000 at 3:30 p.m.

---

Ron Champion, Chair

