

PLANNING COUNCIL MEETING

Beaufort County Community College, Building 10, Board Room

Tuesday - June 2, 2004

The Beaufort County Community College's Planning Council spent a day meeting in the board room of Building 10 to discuss the 2004-2009 Long-Range Plans for each department and division.

MEMBERS PRESENT

Dr. David McLawhorn, President
Gregg Allinson
Debra Baker
Wesley Beddard
Rhunell Boyd
Dixon Boyles
Dell Enecks
Amy Gilreath, PC Secretary
Chuck Hauser
Kay W. Hauser
Chet Jarman

Judy Jennette
Tori Johnson, SGA President
Riley Mills
Dorie Richter, PC Chair
Sandy Sauve
Rhonda Sawyer
Penny Sermons
Sherry Stotesberry
Bobby Williams (½ day for Kay W. Hauser)
Almeta Woolard

ABSENT

Clay Carter
David Crosby
Mike Hall
Sandy McFadden

Planning Council Chair, Dorie Richter, called the meeting to order on June 2, 2004 at 9:30 a.m. New Planning Council members (Staff Association President, Rhunell Boyd, and SGA President, Tori Johnson) were welcomed. Returning Council members were also welcomed. Discussion was as follows:

I. BCCC Technology Activities Update

Penny Sermons, BCCC Learning Resources Center Director, reporting for David Crosby, chair of the Information Technology Committee, summarized the actions of the IT Committee meeting of March 23, 2004. She spoke about setting up student email for the distance learning students, holding classes in the mobile computer lab, updating and posting computer use guidelines and disclaimers in computer labs, and forming of an ad hoc committee to review grants that relate to technology.

II. Grant Activity Report

Almeta Woolard, Coordinator of Research and Special Products, reviewed the June 2004 Grant Activity Report: recent submissions, proposals under construction, and funded grants in progress.

III. CIS Report

Rhonda Sawyer, Dean of Administrative Services, and Chuck Hauser, BCCC Systems Administrator, reported on the progress of the CIS system. According to Ms. Sawyer, general ledgers, purchasing, and budgeting, and, as of January 1, 2004, payroll are going well. Accounts receivable (A/R) and cash receipting will continue to be part of a "parallel" structure using the old system and the new CIS.

IV. 2004-2009 Long-Range 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 new or existing programs, (for example, the increased enrollment in the Welding Program), on-line course offerings, LRC wireless LAN, web-enhanced courses, and Blackboard. Other topics included construction of Building #11, renovations to Buildings #2 and #3, Health Occupations Basic Entrance Test, the Business Licensing Information Office function for the BCCC Small Business Center, computer upgrades, and BLET driving track.

Dr. David McLawhorn concluded the "activities/tasks" planning reports with a few additional comments about the College's future growth and land acquisition, distance learning initiatives (VLC), House Bill 1404 proposal to raise salaries to the SREB average, and the combined meetings with the Beaufort County School Board.


V. Recommendations for the BCCC Long-Range Planning process

Copies of the Winter 2003-2004 Planning Council Questionnaire and the Spring 2004 Faculty/Staff Evaluation of College Services (Planning section.) were distributed. According to Ms. Richter, the questionnaire and evaluation responses indicated overall satisfaction with the membership and the Long-Range Plan components. After a review of the results from each evaluation, Ms. Richter asked if there were any modifications - additions or deletions - to any components of the planning process. Following a brief discussion, Greg Allinson made a motion to continue following the existing planning process; Debra Baker seconded the motion. With no further discussion, the motion carried.

Before adjourning, Ms. Richter asked Rhunell Boyd for a Staff Association activity update, Tori Johnson for a SGA update, and Debra Baker for a Faculty Senate update. All those present were thanked for their time and input. A special thank you was extended to Ms. Amy Gilreath, PC Secretary, for her help with the final preparation and distribution of the planning documents.

Planning Council members were asked to send a copy of any changes to their 2004-2009 Long-Range Plan "activities/tasks" to Ms. Richter by Monday, June 7, 2004. End-of-the-Year reports for 2003-2008 are due before July 2, 2004.

With no further business, the meeting was adjourned at 1:35 p.m.


Dorie Richter, Chair

Date June 30, 2004