

PLANNING COUNCIL MEETING

Beaufort County Community College, Building 10, Board Room
Wednesday - June 6, 2007

The Beaufort County Community College's (BCCC) Planning Council spent a day meeting in the board room of Building 10 to discuss the 2007-2012 Long-Range Plans for each department and division.

MEMBERS PRESENT

Dr. David McLawhorn, President
Gregg Allinson
Amy Bass
Wesley Beddard
Clay Carter
Mike Davis
Donna Dunn
Clara Ebron
Dell Enecks
Chuck Hauser

Ben Morris
Chet Jarman
Judy Jennette
Brown McFadden
Riley Mills
Joyce Pitt
Phillip Price
Dorie Richter, PC Chair
Sandy Sauve
Penny Sermons

ABSENT

Dixon Boyles
David Crosby
Brandon Davenport, President SGA

Planning Council Chair, Dorie Richter, called the meeting to order on June 6, 2007, at 8:00 a.m. Ben Morris – Faculty Senate President, Mike Davis and Dell Enecks - Faculty Senate Representatives, Betsey Lee Hodges - Staff Association President, and Clara Ebron and Joyce Pitt - Staff Association Representatives were welcomed. Returning members were also welcomed. Discussion was as follows:

I. Annual Evaluation of the Planning Council and Planning Process

The Council reviewed and discussed all four questions of the Winter 2006-2007 Planning Council Questionnaire. (Copies of the questionnaire were included in the information packet given to all Planning Council members.) In response to a comment written in question 4 stating “Beginners need some help with figuring out the process.” Ms. Richter offered to conduct an orientation for faculty and/or staff new to the Planning Council. The orientation would be held this fall semester prior to the November Planning Council meeting. Ms. Richter then asked if there were any other suggestions or recommendations (additions, modifications, or deletions) based on the questionnaire results. There were none.

II. BCCC Technology Activities Update

Brown McFadden, Network Administrator and member of the BCCC Information Technology Committee, summarized the actions of the IT Committee during 2006-07. (Brown was reporting for David Crosby, chair of the BCCC Information Technology Committee. David Crosby was unable to attend today's meeting.) Brown spoke about the Information Technology Needs Assessment results, network services, online network support, Blackboard, online wireless technology, and purchasing new computers in large quantities.

III. Business Continuity Plan

Wesley Beddard, BCCC Dean of Instruction, reported on the College Business Continuity Plan (BCP) Committee and its progress. (The BCP is being developed to define College critical functions/services, estimate the probability of interruption and loss of functions/service, assess the impact to the College, and plan for the continuation of function/services or formulate ‘work-around strategies.’) According to the BCP Committee's timeline, the BCP will be completed early July, sent

to the BCCC Administrative Council in late July, and presented to the College Board of Trustees for approval in August.

IV. SACS Update

Dixon Boyles, SACS Liaison and Division Chairperson for Arts and Science, was also unable to attend today's meeting. Wesley Beddard reported on the progress of the SACS Leadership Team and the SACS Compliance Team. Mike Davis, English instructor for the Division of Arts and Sciences, gave an update on the development of the College's Quality Enhancement Plan for SACS.

V. 2007-2008 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, SACS compliance, SACS QEP, the College Academy, a campus energy plan, Datatel Rel.18, Web Advisor, Business Continuity Plan, Transfer Ready Diploma, accelerated courses in the Developmental Education program, software upgrades, WorkKeys, the Agricultural Biotechnology program, video conferencing equipment, and setting up an art studio.

Dr. David McLawhorn concluded the "activities/tasks" planning reports by discussing his long-range plan noting the progress of the truck driving program and driving track, land acquisition for the future growth of the campus, the need for a new building for the expansion of the nursing program, the implementation of Beaufort County Early College High School, Board of Trustees' new officers and members, and the Board of Trustees' fall retreat. Dr. McLawhorn complimented and thanked the Planning Council for their professionalism and for all their work.

VI. Recommendations for the BCCC Long-Range Planning process

Copies of the Winter 2006-2007 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 asked representatives from the Faculty Senate and representatives from the Staff Association if they had any additional comments. Clay Carter, Clara Ebron, Joyce Pitt, and Betsey Lee Hodges all commented about how pleased they were to have the opportunity to be a part of the planning council meeting to hear the excellent reports and hear first hand goals for the College by each Division.

Planning Council members were asked to send a copy of any changes to their 2007-12 Long-Range Plan "activities/tasks" to Ms. Richter before June 12, 2007. End-of-the-Year reports for 2006-2011 were due before May 31, 2007. Individuals who had not submitted their End-of-the-Year report for 2006-2011 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, Phillip Price made a motion to adjourn. Chet Jarman seconded the motion. The meeting adjourned for a catered lunch at 12:10 p.m.

Doreen K. Richter, Chair

Date: July 31, 2007