

PLANNING COUNCIL MEETING

Beaufort County Community College, Building 10, Board Room
Wednesday - June 10, 2008

The Beaufort County Community College's (BCCC) Planning Council met in the board room of Building 10 to discuss the 2008-2013 Institutional Effectiveness Plans for each department and division.

PRESENT

Dr. David McLawhorn, President
Gregg Allinson
Amy Bass
Wesley Beddard
Dixon Boyles
David Crosby
Mike Davis
Donna Dunn
Dell Enecks
Carolyn Hughes
Ben Morris for Emily Albera

Chet Jarman
Judy Jennette
Mandy Jones
Dorothy Jordan
Brown McFadden
Riley Mills
Phillip Price
Dorie Richter, PC Chair
Penny Sermons
Celina Worsley

ABSENT

Clay Carter
Chuck Hauser
Sandy Sauve'

Planning Council Chair, Dorie Richter, called the meeting to order on June 10, 2008, at 8:00 a.m. Ben Morris representing Emily Albera – Faculty Senate President, Mike Davis and Dell Enecks - Faculty Senate Representatives, Carolyn Hughes - Staff Association President, Dorothy Jordan and Mandy Jones - Staff Association Representatives, and SGA President – Celina Worsley were welcomed. Returning members were also welcomed.

Ms. Richter asked the Planning Council to review the agenda for the afternoon and to make any additions or modifications they wished. Phillip Price suggested adding 'Master Facility Plan' to the agenda. With no further modifications, Gregg Allinson made a motion to accept the agenda as amended; David Crosby seconded the motion. With no further discussion, the motion carried.

The information in the folders, distributed at the beginning of the meeting, was reviewed. Ms. Richter asked the Council to send her any changes to the unit and subunit chart.

The agenda items were as follows:

I. Annual Evaluation of the Planning Council and Planning Process

The Council reviewed and discussed all questions on the Winter 2007-2008 Planning Council Questionnaire and the Evaluation of College Services. 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 Information Technology Activities Update

David Crosby, Chairperson of the Information Technology (IT) Committee, summarized the actions of the IT Committee during 2007-08. David spoke about the Title III grant

“Incorporating Emergent Technologies Campus Wide,” the need for more bandwidth, Web Sense filtering and monitoring, Safe Assign, and Blackboard upgrade.

III. SACS Update

A. Compliance Report. Dixon Boyles, Arts and Sciences Division Chairperson and SACS Liaison, reported that the College had received a response from the SACS off-site Team which reviewed the BCCC SACS Compliance Report. (The completed Report was submitted March 14, 2008.) A focused report, addressing the Comprehensive Standards identified as non-compliant by the off-site Team, is due six weeks before the On-site Team visit November 11-13, 2008.

B. QEP. The QEP is in progress. Four courses have been identified as “pilot” courses. According to Dixon, December 18 has been set as the deadline for the completion of all course objectives/learning outcomes. The next step is to identify a QEP lead evaluator.

IV. BCCC Master Facilities Plan

Phillip Price, Dean of Administrative Services, presented the College’s Master Facility Plan (MFP) that was prepared by JKF Architecture. The priorities listed in the BCCC MFP are (1) Building 12 - new Allied Health Building, (2) Building 3 - renovations, (3) Building 4 - additions and renovations, and Building 2 -renovations, (4) Building 8 - additions and renovations, (5) Building 5 and 1- renovations, (6) Building 10A – annex, and (7) Building 3 - MLT addition.

Several comments followed regarding better lighting around the perimeter of Building 5, designing eco-friendly buildings, and constructing a Building 10 Public Safety Annex to allow more space in building 10 for sixty ECHS students. Phillip offered to post the College’s Master Facility Plan on the College website.

V. 2007-2008 Institutional Effectiveness 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 online courses and online surveys, SACS compliance, SACS QEP, Solaris 10, Web Advisor, computer and software upgrades, Early College High School, and campus communication (e.g. texting campus safety alerts and utilizing the campus website).

Dr. David McLawhorn concluded the "activities/tasks" planning reports by discussing his institutional effectiveness plan noting the changes to the NCCCS Performance Standards, the progress the College is making to move faculty salaries closer to the system average, and the possibility that community college budgets would be cut back this year. Dr. McLawhorn concluded by complimenting and thanking the Planning Council for all their work.

VI. Recommendations for the BCCC Long-Range Planning process

Copies of the Winter 2008-2009 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 thanked representatives from the Faculty Senate, Staff Association, and SGA and asked if they had any additional comments. Amy Bass was also thanked for the excellent job she did formatting and compiling the new Institutional Effectiveness Plans prior to the meeting.

Planning Council members were asked to send a copy of any changes to their 2008-13 Institutional Effectiveness Plan "activities/tasks" to Dorie Richter or Amy Bass before June 19, 2008. End-of-the-Year reports for 2007-2012 were due before May 30, 2008. Individuals who had not submitted their End-of-the-Year report for 2007-2012 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 at 1:30 p.m.

Doreen K. Richter, Chair

Date: July 29, 2008