

**BEAUFORT COUNTY COMMUNITY COLLEGE  
PLANNING COUNCIL**

The Beaufort County Community College (BCCC) Planning Council met November 17, 2004 at 3:00 p.m. in the conference/board room of Building 10.

**PRESENT:**

Dr. David McLawhorn	Judy Jennette
Wesley Beddard	Dorothy Jordan
Dixon Boyles	Brown McFadden
David Crosby	Riley Mills
Dell Enecks	Dorie Richter, PC Chair
Amy Bass, PC Secretary	Sandra Sauve'
Mike Hall	Rhonda Sawyer
Shields Harvey	Penny Sermons
Chuck Hauser	Sherry Stokesberry
Kay Hauser	Almeta Woolard

**ABSENT:**

Gregg Allinson  
Debra Baker  
Clay Carter  
Chet Jarman  
Tori Johnson, SGA

Dorie Richter, Planning Council Chair, called the meeting to order. Shields Harvey - Board of Trustees Member, Brown McFadden and Dell Enecks - Faculty Senate Representatives, Almeta Woolard - Staff Association President, and Dorothy Jordan and Sherry Stokesberry - Staff Association Representatives were welcomed. Returning members were also welcomed.

Ms. Richter then asked the Planning Council to review the agenda for the afternoon and to make any additions or modifications they wished. David Crosby made a motion to accept the agenda as presented; Mike Hall seconded the motion. With no further discussion, the motion carried.

The agenda items were as follows:

**I. BCCC Technology Committee Activities.**

David Crosby, BCCC Information Technology Committee Chairperson, summarized the activities of the Information Technology Committee. He discussed the email disclosure statement to third parties, the Information Technology Plan for 2004-2005, VCL (Virtual Computer Lab) set up and workshops, and the recent upgrade to Blackboard 6.1.5. Penny Sermons, Learning Resources Director, and Mike Hall, Network Administrator, elaborated on the Blackboard upgrade and upcoming training workshops.

Mr. Crosby told the Council that copies of the Information Technology Committee minutes could be found on the BCCC Intranet.

**II. Grant Activity Report.**

Almeta Woolard, Coordinator of Research and Special Projects, reviewed the Grant Activity Report by describing BCCC grants recently submitted, grants under construction, and grants that have been funded and implemented. The report is updated every other month for presentation to the Board of Trustees.

### **III. Mission Review Committee Report**

Penny Sermons reported for Mandy Jones, Chairperson for the BCCC Mission and Goals Committee.

The Mission and Goals Committee met as a full committee on September 22, 2004 to review the College Vision, Mission, and Long-range Goals. After a lengthy discussion, according to Ms. Sermons, the College Vision and Mission were accepted without change and an ad hoc committee (Penny Sermons, Mandy Jones, and Dorie Richter) was formed to write an additional Long-range Goal addressing technology. The ad hoc committee recommended adding **“To integrate leading-edge technology into all instructional and support areas”** to the Long-range Goals; the full committee unanimously approved of the recommendation by email on September 29, 2004.

The Mission Review Committee was comprised of representatives from BCCC curriculum and services areas, BCCC Board of Trustees – Rev. Robert Cayton, the College service area – John Jones, and BCCC student – Myrtle Linton.

The College Vision, Mission, and Long-range Goals were approved September 30, 2004 by the BCCC Administrative Council and October 5, 2004 by the BCCC Board of Trustees.

### **IV. “Planning Assumptions” Sub Committee Report.**

Wesley Beddard, Dean of Instructional Affairs, summarized the activities of the Planning Assumptions Sub Committee. He discussed in detail the major changes from last year’s planning assumptions and reviewed the analysis of the planning assumptions - “Outlook /Impact” and the list of Critical Issues based on the review of the planning assumptions. A discussion period followed.

Shields Harvey, also a member of the Planning Assumptions Sub Committee, stated that these assumptions reflect only this moment in time. He stressed the need to be alert to any shift in the demographics and the need to be prompt in responding to the change.

### **V. Strategic Objectives/Short-range Goals for 2005-2006.**

Dorie Richter asked the Planning Council if, based on the planning assumptions and the “identified” critical issues, the Strategic Objectives for 2005-2006 were appropriate. After a lengthy discussion, Wesley Beddard made a motion of accept the Strategic Objectives as presented; David Crosby seconded the motion. With no further discussion, the motion carried.

### **VI. Expected Measurable Outcomes for the 2005-2006 Strategic Objectives.**

A copy of the strategic objectives with their expected outcomes was sent to all Planning Council members to review.

After a lengthy discussion the following recommendations were made.

- A. page 2, – move Community section to page 4, #6.
- B. page 3, #3 – change “BIC” to “SBC.”

C. page 3, #5 – *change* “BCCC will have a clean audit.” to “BCCC will strive to have a clean audit.”

D. page 4, #7 – *change* the Strategic Objective to read “Strive to exceed state goals and **other** accountability standards.”

Sherry Stokesberry made a motion to accept the expected outcomes and the Strategic Objective #7 as amended. Dell Enecks seconded the motion. With no further discussion, the motion carried.

**VII. Modify the BCCC 2004-2009 Institutional Effectiveness Plan based on the 2003-2008 “End-of-the-Year” Report.**

There were no modifications reported.

**VIII. Other topics.....**

Ms. Richter encouraged the Planning Council to view the Institutional Effectiveness Web Page which is linked to the College’s Internet Site. In addition, she informed the members that the BCCC S.W.O.T. survey would be available by Friday on the College Intranet.

Before adjourning, Ms. Richter asked Dell Enecks and Brown McFadden for an update from the Faculty Senate and Almeta Woolard for an update from the Staff Association. All present were thanked for their time and input. A special thank you was extended to Mr. Harvey for his help and participation on the Planning Assumptions Sub Committee.

Dr. David McLawhorn made a motion to adjourn the meeting; Dixon Boyles seconded the motion. With no further discussion, the motion carried. The meeting was adjourned at 4:45 p.m.



Dorie Richter, Chair

January 25, 2005

Additional note:

Council members are reminded to

- (1.) Review their unit/subunit purpose and goals and to begin to develop the activities and tasks for the BCCC 2005-2010 Institutional Effectiveness Plan.
- (2.) Send any changes to this year’s 2004-2009 IE Plan (Refer to agenda item VII.) to Amy Bass,
- (3.) and Complete and forward mid-year reports to Ms. Bass before Friday, February 4, 2005.