

**Roanoke-Chowan Community College
Board of Trustees Meeting
Jernigan Building Boardroom
February 25, 2025
7 p.m.**

Regular Session Minutes

Call to Order: Chair Gatling called the meeting to order at 7:00 p.m.

Roll Call: Roll call was done by Tarsha Bush-Dudley.

Trustee Attendance:

| <u>Trustee Name</u> | <u>Absent/Present</u> |
|---------------------------------|------------------------------|
| Ronald Gatling (Chair) | Present |
| Jeri Pierce (Vice-Chair) | Present |
| Mary Harrell | Present |
| Albert Vann | Present |
| Jean Matthews | Present |
| Betty Pugh | Absent |
| Otis Smallwood | Absent |
| Renee Tyler | Present |
| Geneva Riddick-Faulkner | Absent |
| Catherine Wilson | Absent |
| Raymond Faircloth, Jr. | Present |
| Sheila Eley | Present |

Staff Present: Dr. Murray Williams (President), Mrs. Miriam Moore (CFO/VP of Administrative Services), Dr. Tanya Oliver (Executive Vice President of Academic and Student Affairs), Mr. Steven Matthews (Vice President of Workforce & Institutional Advancement), Mr. Clarence Hall (Information Technology Specialist), Tarsha Bush-Dudley (Board Liaison)

Others Present: None

Invocation: Given by Dr. Williams.

Conflict of Interest Statement: Read by Chairman Gatling. None were noted.

Mission/Vision Statement Review: Vice-Chair Pierce reviewed the R-CCC Mission and Vision Statements with the Trustees.

Introduction of New Employees: Dr. Oliver introduced Ms. Charmaine Smith as the new Dean of Academic Affairs.

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Approval of the Agenda:

- On a motion by Trustee Vann and seconded by Trustee Harrell the February 25, 2025, agenda was approved.

Approval of Board Meeting Minutes:

- On a motion by Trustee Tyler and seconded by Trustee Harrell, the Board approved the regular session minutes dated January 28, 2025, with the following correction noted by Trustee Eley:

Under the "Approval of the Agenda" section, there is a typographical error in the spelling of Trustee Tyler's name. The name was corrected from Tyker to Tyler.

Committee Reports:

Finance Committee:

- Mrs. Moore gave an overview of the January 2025 Finance Report.
- On a motion by Trustee Vann and seconded by Trustee Tyler, the Board approved the January 2025 Finance Report.

Policy and Quality Assurance Committee:

- Dr. Williams gave an overview of the revision to R-CCC Policy 3.4.7 entitled Teleworking. She discussed the updated exception clause for hard to fill positions. She stated there were three key positions that are hard to fill at the present time and may require the employee to work remotely. Three of the positions discussed were:
 1. LPN Director
 2. EMT Director
 3. Director of Allied Health
- On a motion by Trustee Faircloth and seconded by Trustee Harrell the Board approved the revision to Policy 3.4.7.

Board Chair's Report:

- Chair Gatling recognized Trustee Matthews and Trustee Tyler for their birthdays in the month of February.
- Chair Gatling reminded the Trustees of their pledged commitments to the R-CCC Foundation. He asked them to submit their 2025 R-CCC Foundation pledge cards to Dr. Williams.
- The next Board meeting will be held on Tuesday, April 22, 2025.

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President's Report:

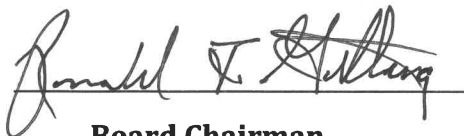
- Dr. Williams stated Trustee Harrell was recognized at the Black History Program on February 18, 2025.
- Dr. Williams invited the Trustees to the Women's History Program that is scheduled to take place on March 18, 2025. Vice-Chair Pierce will be recognized at this event.
- Dr. Williams expressed gratitude to Mrs. Moore and her team for successfully realigning the three building projects and preparing them for the next phase.
- Dr. Williams acknowledged the R-CCC Day of Giving which took place on February 11th.

Closed Session:

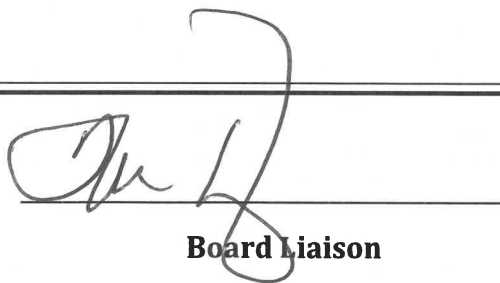
- There was no closed session for this meeting.

Adjournment:

- On a motion by Trustee Tyler and seconded by Trustee Harrell the meeting adjourned at 7:22 p.m.



Board Chairman



Board Liaison