

**Roanoke-Chowan Community College  
Board of Trustees Meeting  
Freeland Building, Community Room  
February 24, 2026  
7 p.m.**

**Regular Session Minutes**

**Call to Order:** Chairman Pierce called the meeting to order at 7:05 p.m.

**Roll Call:** Roll call was done by Brittney Lamb.

**Trustee Attendance:**

<b><u>Trustee Name</u></b>	<b><u>Absent/Present</u></b>
<b>Jeri Pierce (Chair)</b>	<b>Present</b>
<b>Mary Ruffin-Harrell</b>	<b>Present</b>
<b>Albert Vann</b>	<b>Present</b>
<b>Jean Matthews</b>	<b>Present</b>
<b>Betty Pugh</b>	<b>Absent</b>
<b>Otis Smallwood</b>	<b>Absent</b>
<b>Renee Tyler</b>	<b>Present</b>
<b>Catherine Wilson</b>	<b>Present</b>
<b>Raymond Faircloth, Jr.</b>	<b>Present</b>
<b>Sheila Eley</b>	<b>Present</b>
<b>John Horton</b>	<b>Absent</b>
<b>Shavonda Pugh</b>	<b>Absent</b>
<b>Ron Roberson</b>	<b>Absent</b>
<b>Deborah Gatling</b>	<b>Present</b>
<b>Keedra Whitaker</b>	<b>Present</b>

**Staff Present:** Dr. Murray Williams (President), Mrs. Miriam Moore (CFO/VP of Administrative & Fiscal Services), Dr. Tanya Oliver (Executive Vice President of Academic and Student Affairs), Mr. Steven Mathews (Vice President of Workforce & Institutional Advancement), Ms. Brittney Lamb (Board Liaison)

**Others Present:** None

**Invocation:** Given by Trustee Vann.

**Special Presentation:** Chairman Pierce and the Board presented Mrs. Tarsha-Bush Dudley with a resolution and commemorative plaque honoring her years of service to R-CCC as Board Liaison and other roles within the College.

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

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**Mission/Vision Statement Review:** Chairman Pierce read the R-CCC Mission and Vision Statements with the Trustees.

**Introduction of New Employees:** Dr. Oliver introduced the following individuals as new employees of R-CCC:

- Joseph Gorton (Retention Specialist)
- Diandra Langford (Director of Fiscal Services/Controller)
- Aniyah Rankins (Financial Aid Specialist)

**Approval of the Agenda:**

- On a motion by Trustee Harrell and seconded by Trustee Matthews, the February 24, 2026, agenda was approved by the Board.

**Approval of Board Meeting Minutes:**

- On a motion by Trustee Eley and seconded by Trustee Harrell, the Board approved the regular session minutes dated October 28, 2025.

**Committee Reports:**

**Finance Committee:**

- Mrs. Moore gave an overview of the Financial Report dated January 2026.
- On a motion by Trustee Matthews and seconded by Trustee Wilson, the Board approved the Finance Report dated January 2026.

**Financial Audit:**

- Chairman Pierce informed the Board that the North Carolina Office of the State Auditor has completed the financial audit for Roanoke-Chowan Community College for the fiscal year ending on June 30, 2025. There were no findings resulting from the audit.

**Policy & Quality Assurance Committee:**

- On a motion by Trustee Harrell and seconded by Trustee Gatling, the Board approved the termination of no enrollment and low-enrollment curriculum programs. The terminated programs are: Office Management (AAS), Associate in Fine Arts (AFA) in Visual Arts, Nurse Aide (Certificate), Therapeutic & Diagnostic Services/Emergency Medical Science (Diploma), and Associate in General Education (AGE).
- On a motion by Trustee Tyler and seconded by Trustee Harrell the Board approved Policy 7.3 – Electronic Records Retention.

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**Executive Committee:**

- On a motion by Trustee Vann and seconded by Trustee Faircloth the Board approved Mr. Andre' M. Lassiter, Sr. and Mr. Ronald Gatling for Trustee Emeritus status.

**Board Chair's Report:**

- Chairman Pierce acknowledged Trustee Matthews and Trustee Tyler who have recently celebrated birthdays.
- Chairman Pierce encouraged the Trustees to support the R-CCC Foundation and to submit their pledge cards to Dr. Williams.
- Chairman Pierce reminded the Trustees of the upcoming Board Retreat scheduled for March 27-28, 2026.
- Chairman Pierce congratulated Dr. Williams for receiving the Black History Month Community Award from the Hertford County Board of Commissioners.
- Chairman Pierce thanked VP Caslin and her team for their diligent work over the past two years preparing for the financial audit.
- Chairman Pierce reported that the Board received a thank-you card from Trustee Tyler expressing her gratitude for the Board's support during her recent loss and asked that Board continue to keep her in their thoughts.
- Chairman Pierce stated the next regularly scheduled Board meeting will take place on Friday, March 27, 2026, beginning at 10:30 a.m. during the Board retreat.

**President's Report:**

- Dr. Williams echoed Chair Pierce's appreciation for VP Caslin and her team for their efforts throughout the audit process.
- Dr. Williams provided the Board with updates on two planned campus buildings: the Lassiter-Gatling Fine Arts Building and the Mitchell-Hall Allied Health Science Building.
- Dr. Williams informed the Board that the upcoming Women's History Month program, scheduled for March 17, 2026, will recognize four local women for their significant impact on communities within the College's service area.
- Dr. Williams informed the Board that the College's annual Honors Convocation will be held on April 2, 2026, with Trustee Keedra Whitaker serving as the keynote speaker.
- Dr. Williams informed the Board that they should have received an invitation from Kelly Bowers regarding a Hertford County announcement occurring February 26, 2026 at 2:00 p.m. in R-CCC's multipurpose room.

**Closed Session:**

- There was no closed session for this meeting.

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**Adjournment:**

- On a motion by Trustee Tyler and seconded by Trustee Vann, the meeting adjourned at 7:42 pm.

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**Board Chairman**



**Board Liaison**