Roanoke-Chowan Community College
Board of Trustees Meeting
Freeland Building, Community Room
June 23, 2026
7:00 p.m.

Regular Session Minutes

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

Roll Call: Roll call was done by Brittney Lamb.

Trustee Attendance:

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

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

Others Present: None

Invocation: Given by Trustee Faircloth.

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

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

Introduction of New Employees: VP Mathews introduced Ms. Chelsea Lassiter, TRiO Administrative Assistant, as a new employee of R-CCC.

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Approval of the Agenda:

- On a motion by Trustee Matthews and seconded by Trustee Ruffin-Harrell, the Board approved the June 23, 2026, meeting agenda, including the addition of Policy 3.4.7, Teleworking, and a discussion regarding full Board and committee meetings.

Approval of Board Meeting Minutes:

- On a motion by Trustee Eley and seconded by Trustee B. Pugh, the Board approved the regular session minutes dated April 28, 2026.

Committee Reports:

Finance Committee:

- Mrs. Moore gave an overview of the Financial Report dated May 2026.
- On a motion by Trustee Roberson and seconded by Trustee Wilson, the Board approved the Finance Report dated May 31, 2026.

Policy and Quality Assurance Committee:

- Dr. Williams gave an overview of requested revisions to R-CCC Policy 3.4.7 – Teleworking.
- On a motion by Trustee Faircloth and seconded by Trustee Roberson, the Board approved R-CCC Policy 3.4.7 – Teleworking.
- Vice-Chair Smallwood provided an overview of the 2026-2027 and 2027-2028 R-CCC academic calendars.
- On a motion by Trustee Ruffin-Harrell and seconded by Trustee B. Pugh, the Board approved the 2026-2027 and 2027-2028 R-CCC academic calendars.

Full Board and Committee Meetings:

- Chair Pierce led a discussion regarding the timing and format of full Board meetings and committee meetings for the Board's review and consideration.
- On a motion by Trustee B. Pugh and seconded by Trustee Ruffin-Harrell, the Board approved a 6:30 p.m. start time for full Board meetings.
- On a motion by Trustee Wilson and seconded by Trustee Faircloth, the Board approved allowing committee meetings to be held virtually at the discretion of the Board Chair and the respective Committee Chair.
- On a motion by Trustee Gatling and seconded by Trustee Ruffin-Harrell, the Board approved allowing Board members to attend up to two full Board meetings virtually per fiscal year, with the requirements that the Board members must keep their camera on and will not be permitted to attend closed sessions.

Board Chair's Report:

- Chair Pierce acknowledged the Trustees who recently celebrated birthdays.

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- Chair Pierce stated that she received a total of twelve presidential evaluations for Dr. Murray Williams. Chair Pierce informed the Board she will notify the System Office of the results of the evaluation on June 24.
- Chair Pierce distributed copies of the Board self-evaluation to the Trustees for completion.
- Chair Pierce and the Board recognized Trustee Jean Matthews for her dedicated service on the R-CCC Board of Trustees and presented her with a commemorative plaque.
- Chair Pierce shared information with the Board regarding the celebration of life services for Trustee Vann's wife.

President's Report:

- Dr. Williams informed the Board that the College was awarded a $1 million grant from the Golden LEAF Foundation. The funds will be used to purchase equipment for the future Mitchell-Hall Allied Health Science Building. Dr. Williams expressed appreciation to the College's vice presidents for their leadership and collaborative efforts in securing the grant.
- Dr. Williams requested that Trustees interested in attending the groundbreaking ceremony for the Lassiter-Gatling Fine Arts Building RSVP at their earliest convenience.
- Dr. Williams informed the Board that she would continue to provide updates regarding the College's county budget allocations as they are approved by the boards of county commissioners within the College's service area.

Closed Session:

- There was no closed session for this meeting.

Adjournment:

- On a motion by Trustee Tyler and seconded by Trustee Ruffin-Harrell, the meeting adjourned at 8:01 p.m.

Jeri Pierce
Board Chairman

Board Liaison