

Northwest Mississippi Community College  
Finance Council Meeting  
Date: 10/29/2021

The Finance Council met with the following members present:

Jeff Horton	Mary Ayers	Karen Bell	Brie Corlew
Matt Sellers	Lillian Hilson	Patti Gordon	Joel Boyles
Dwayne Casey	Lekeisha Murry-Hibbler	Summer McBride	Dr. Tommy Walker
Denise Willis	Jessica McAlexander	Miriam Rowan	Chuck Adams
Erika Stanford	Dr. Tonyalle Rush	Steven Bennett	Savannah Lomonaco

Student Representatives: Noah Fraser, Alaijha Johnson

Members Absent: Todd Latham, Amy Latham, Terri Reeves, Dr. Carolyn Wiley

Jeff Horton called the meeting to order. Jeff began by requesting approval of the Finance Council Minutes from 04/23/21. A motion was made by Mary Ayers, seconded by Steven Bennett; motion carried.

The first order of business was consideration and approval of in-person/same-day official transcript ordering:

Brie Corlew explained the need for in-person/same-day transcript ordering through the college. Students who do not have access to a computer or who do not have the ability to pay online with a debit or credit card, need a way to order an official transcript. Students will visit the Senatobia campus; the Business Office will add the charge to the student's NWCC account and take their payment; then, the student will take their receipt to the Admissions office where the Registrar will print the transcript. This will only be available at the Senatobia campus, as the Registrar has to stamp the transcript with an official seal. This process will not interfere with our current contract with Parchment. The cost of ordering a transcript is currently \$8.00; Parchment receives \$3.00 and we receive \$5.00. When a student orders a transcript in-person, we will receive the full \$8.00. A motion was made to approve in-person/same-day official transcript ordering by Matt Sellers, seconded by Dwayne Casey; motion carried.

The next order of business was an introduction of a student printing service, PaperCut:

Brie Corlew and Chuck Adams gave a brief introduction of PaperCut, a software system that tracks a student's printing. NWCC previously charged student's \$0.05 per page, after a student had printed past their allotted 250 free pages. In the near future, NWCC would like to reinstate this process in all open computer labs (library, help desk, etc.) through using PaperCut. A student will log into their PaperCut account, and start printing. PaperCut will track their printing and notify them when they are close to exceeding the free 250 page limit, as well as after they have passed this limit. Currently, the college spends approximately \$3,800 in paper and \$8,942 in toner per school year. Implementing PaperCut will reduce these costs. This was an opportunity to bring the matter up for discussion, approval will be requested in the near future.

The next order of business was consideration of waiving automobile registration fees for military/veteran students:

Jeff Horton requested that this matter be tabled until Dr. Tonyalle Rush and himself had an opportunity to discuss the subject in more detail. A motion was made by Brie Corlew, second by Joel Boyles; motion carried.

The final order of business was an update on the Oracle implementation:

Erika Stanford and Jessica McAlexander gave a brief update on the Oracle implementation process. So far, NWCC has implemented payroll, learning, recruiting, ERP (for financials) and health and safety modules. NWCC is currently in the process of implementing absence management and time and labor modules, as well as a few updates for the payroll module. These new modules will be live in January 2022. It is important for all employees to attend trainings and make sure they know their Oracle log in information.

Dwayne Casey made a motion to adjourn the meeting and Joel Boyles seconded; the meeting was adjourned.