

**Bladen Community College  
BOARD OF TRUSTEES MEETING  
Minutes of March 28, 2017**

**Members Present:** Dennis Troy, chair; Frank Gemma, vice chair; Albert Beatty; Pam Benton; Larry Hammond; Ricky Leinwand; Hayes Petteway; Charlotte Smith; and Ashley Trivette.

**Members Absent:** Mary Andrews; Landon Bordeaux; and James McVicker.

**Others Present:** William Findt; Jeff Kornegay; Sondra Guyton; Barry Priest; Jay Stanley; Linda Burney; Lisa DeVane; Travis Locklear; Zachary Bridgers, SGA president; and Missi Hester, recorder.

At 6:05 p.m., Chairman Dennis Troy announced that a quorum of members was present, called the meeting to order, and asked if any trustee had a conflict or an appearance of conflict of interest. There were none.

Mr. Hammond gave a prayer.

Ms. Hester called the roll.

The open session and closed session minutes of the February 28, 2017, meeting were approved with a motion by Ms. Smith and second by Mr. Petteway. The motion carried.

**Student Government Association Report:**

Zachary Bridgers, SGA president, gave the report for the Student Government Association. Mr. Bridgers reported that a texting and drunk driving awareness presentation was held on Wednesday, March 22. He stated that the event was a success and that the SGA had met its goal in promoting accident prevention awareness.

Mr. Bridgers stated that the SGA will be traveling to Raleigh on Wednesday, March 29, to tour the legislative building and to attend a House and Senate session.

**Faculty Senate Report:**

Lisa DeVane presented the faculty senate report. Ms. DeVane reported that 31 students were recently inducted in to the Delta Sigma Kappa English honors society on Wednesday, March 22. She stated that the college literary and art publication *The Ink Quill* will be available by the end of April. Sixty-one individuals contributed works to the publication, including the winners of the writing contest recently held for area middle school students.

Ms. DeVane reported that on Monday, March 20, Mr. Mark Cox, a professor at the University of North Carolina at Wilmington, provided a program for students and employees in the college library.

Ms. DeVane informed those present that the college has opened a writing center in the Learning Enhancement Center to help improve student writing skills. A series of workshops is being offered with the support of a grants from the GlaxoSmithKline Foundation and the Duke Energy Foundation.

The science and math department will be hosting area eighth graders on Monday, April 10, for the third annual Math and Science Day. Ms. Devane stated that the event is a good opportunity to connect with the students and promote the college. A STEM fair showcasing student work will be held in the college auditorium on April 12 beginning at 10:00 a.m.

Ms. DeVane informed the group that 23 students will be inducted into the Phi Theta Kappa ceremony on Thursday, April 13, at 6:00 p.m. in the college auditorium. Phi Theta Kappa is the national honor society for two-year colleges, and students must have a 3.5 or higher grade point average to be inducted into the society.

#### **Bladen Community College Foundation Report:**

Ms. Linda Burney provided information to the group regarding upcoming events of the foundation.

Ms. Burney reported that the annual scholarship luncheon was held on March 16 with Bladen Community College associate degree nursing graduate Mr. Matthew Batten as the guest speaker. The kickoff of the all-campus appeal is April 3 and the goal is 100% employee participation. The board of directors spring meeting is scheduled for April 3.

The seafood and sunset event is scheduled for Thursday, October 12, at The Venue at White Lake.

#### **Academic and Student Affairs Committee Report:**

Mr. Jeff Kornegay shared information regarding the writing center that is housed in the Learning Enhancement Center. The college is able to provide writing assistance to students in person and via Skype. Mr. Kornegay reported that the college has employed tutors to work in the writing center with funding from the GlaxoSmithKline Foundation and Duke Foundation grants. Equipment, supplies, software and furniture will be purchased with the grant funds.

Mr. Kornegay gave an update on the early college high school program for which the college and Bladen County schools have applied. He stated that several levels of approval had to be obtained for the college to be able to offer the program. Mr. Kornegay

stated that a letter dated February 20, 2017, from the State Board of Community Colleges approved the program. He stated that the next step in the process is to seek funding for the program. If funding is received, the program will begin in fall 2018.

Mr. Kornegay presented the results of the compliance audit review for fiscal year 2016-2017, which was performed by Ms. Connie McKinney, North Carolina Community College System Compliance Examiner. He stated that college records for continuing education and curriculum areas are reviewed every two years pursuant to North Carolina General Statute 115D-5(m). The report found no material findings for the college's student attendance records.

Mr. Travis Locklear reported on the career and college readiness program. Mr. Locklear provided demographic information to the board for the 2015-2016 school year. The adult basic education's largest age group is adults aged 25-44, with 48 individuals enrolled. The adult secondary education's largest age group is 16-18 year olds. Ninety-one individuals in this group are enrolled. Caucasian individuals comprise the largest ethnic group enrolled in the career and college readiness program. Hispanic or Latino individuals make up the second highest group enrolled.

Mr. Locklear shared the Red Flag Monitoring report from the North Carolina Community College System Office that compares the college's career and college readiness program with the system averages for the state. Mr. Locklear stated that the college's program met or exceeded each of the state monitoring indicators. This report shows that students who enter the program are making level gains and moving from one grade level to the next grade level. Mr. Locklear also shared the 2016 Desk Monitoring report from the System Office that shows how many students are enrolling in the program and average student contact hours. The report indicated that 365 individuals enrolled during 2016 and the average number of contact hours totaled 120 per student.

Mr. Locklear reported that the funding process for the career and college readiness program will be changing from a grant application process to a more competitive process. He stated that for this reason, it is important for the program to continue to excel. Mr. Locklear told the board that he and his staff are proactive in meeting the needs of the students and often contact students who are enrolled but are not attending on a regular basis.

Mr. Barry Priest provided a report on the texting and drunk driving awareness event. Mr. Priest stated that the current group of SGA members is an exceptional group to suggest and plan an activity such as the texting and drunk driving awareness event. He commended BCC counselor Ms. Crystal Dowd for her work with the group and stated that she is doing an excellent job.

#### **Building/Facilities/Grounds Committee Report:**

Mr. Jay Stanley gave a report on the Economic Development Administration STEM building. Mr. Stanley stated that he provided information during the previous board

meeting regarding the design contract with HH Architecture. He informed the board members that a meeting between college personnel and the architect was held on Tuesday, March 14. A sketch of the building interior was provided to HH Architecture and grant requirements were discussed. The architecture firm will revise the floor plan based on input received during the meeting and will return on Monday, April 17, to present the updates. HH Architecture will present information to the trustees during the June 27 board of trustees meeting. Mr. Stanley provided a project schedule from the firm that detailed the design, bid, and construction phases for the STEM building. The schedule projects that construction will begin May 2018 and will be completed February 2019.

Mr. Stanley provided an update on the continuing education building project. Mr. Stanley reminded the board that LS3P has submitted the schematic design for the continuing education building to the State Construction Office(SCO). The schematic design proposal was approved by the SCO, which allows the college to move forward to the design development phase. Mr. Stanley told the group that college personnel visited the LS3P office in Wilmington on March 24 and that each area of the building was discussed with LS3P. The firm will take the recommendations and modify the plans. Mr. Stanley informed those present that the design documents are to be submitted to the State Construction Office in late April and a response is expected from the State Construction Office regarding the design documents by the end of May. Mr. Stanley stated that construction documents will be submitted to the State Construction Office by LS3P in July.

#### **Fiscal Affairs Committee Report:**

Mr. Stanley presented the county budget request for fiscal year 2017-2018 for approval.

Mr. Stanley reported on the 2017-2018 county budget request. He stated that the college is requesting county appropriation of \$1,026,838 for the 2017 – 2018 fiscal year. Mr. Stanley stated that this budget includes an anticipated increase of 2% in employee salaries and a 2% increase in benefits. Mr. Stanley informed the board that the request includes a \$70,000 increase to match funds provided by the NCWorks Career Coach Program and the North Carolina Community College System. If funded, career coaches will assist students at East and West Bladen High Schools in determining career goals in STEM and advanced manufacturing areas. The coaches will then identify community college programs that would enable students to achieve these goals. Mr. Stanley stated that state funds are not permitted to be used for these positions according to the guidelines of the grant. The college is requesting a total budget and expenses increase of 12%.

Based on the college's current budgeted FTE, the college's 2017-2018 request is \$747 per student FTE. The system average for the state's 58 community colleges is \$1,061 per student FTE. Currently, the per student FTE funding is ranked 53rd out of 58 community colleges as sixth lowest funded per student FTE. With full funding of the

college's budget request of \$1,026,838 for fiscal year 2017-2018, the FTE per student funding would rank 49<sup>th</sup> out of 58 community colleges.

Mr. Petteway made the motion to accept the county budget proposal FY 2017-2018 as proposed. Mr. Beatty seconded, and the motion carried.

Mr. Petteway reported that the college's foundation funds investment is currently \$706,039.

**Personnel Committee Report:**

No personnel committee report was brought before the Board.

**President's Report:**

Dr. Findt provided the trustees with information regarding the recent system governance revisions to the State Board of Community Colleges. Under the revisions trustee terms would be lengthened to six years per term and trustees would only be permitted to serve two consecutive terms.

**Old Business:**

No old business was brought before the Board.

**New Business:**

No new business was brought before the Board.

**Unfinished Business:**

No unfinished business was brought before the Board.

At 7:55 p.m., Chairman Troy thanked everyone for attending. The meeting adjourned with a motion by Mr. Petteway and a second by Mr. Leinwand.

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Dennis Troy, Chairman

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William Findt, Secretary