

Bladen Community College
BOARD OF TRUSTEES MEETING
Minutes of May 28, 2019

Members Present: Dennis Troy, chair; Frank Gemma, vice chair; Pam Benton; Ray Britt; Brian D. Campbell; Bruce Dickerson; Larry Hammond; Hayes Petteway; and Joseph Rozier.

Members Absent: Mary Andrews; Ricky Leinwand; James McVicker.

Others Present: Amanda Lee; Jeff Kornegay; Sondra Guyton; Barry Priest; Jay Stanley; Sharon Coe; Re Gena Gilliam; Joy Grady; Linda Burney; Alan Wooten, General Manager/Editor, *The Bladen Journal*; Gary Grady, board attorney, and Missi Hester, recorder.

At 6:04 p.m., Chairman Dennis Troy called the meeting to order and thanked those present for their attendance. Mr. Troy asked if any trustee had a conflict or an appearance of conflict of interest. There were none.

Mr. Troy provided the invocation.

Ms. Hester called the roll.

The minutes and closed session minutes of the April 23, 2019, meetings were approved with a motion by Mr. Britt and second by Mr. Rozier. The motion carried.

Student Government Association Report:

Barry Priest gave the report for the Student Government Association. Mr. Priest stated that members of the SGA for the 2018-2019 academic year had recently graduated. He informed the board that elections will be held during the fall semester to elect new members of the SGA. Mr. Priest thanked Mr. Troy for his participation with the SGA in the White Lake Water Festival parade.

Mr. Priest stated that the SGA provided a hamburger lunch for individuals who participated in the graduation rehearsal on May 14.

Mr. Troy thanked Mr. Priest for his report.

Faculty Senate Report:

Sharon Coe presented the faculty senate report. Ms. Coe informed the group of recent certifications earned by students enrolled in business and technology areas. She stated that these certifications help the individuals to be more employable.

Ms. Coe introduced English Instructor Re Gena Gilliam to the Board. Ms. Gilliam will be serving as the faculty senate president during the upcoming year.

Mr. Troy thanked Ms. Coe for her service as faculty senate president. Ms. Coe and Ms. Gilliam were met with a round of applause.

Bladen Community College Foundation Report:

Linda Burney provided each member of the Board with a Save-the-Date card regarding the fall Foundation fundraiser Sunset & Vine. The fundraiser is scheduled to be held on Thursday, October 24 at LuMil Vineyard.

Ms. Burney told the Board that three student ambassadors have been selected for the upcoming academic year. The ambassadors will be introduced to the Board members during an upcoming meeting.

Academic and Student Affairs Committee Report:

Barry Priest provided a report regarding the NC Works Career Coach counseling position. Mr. Priest stated that the purpose of the Career Coach position is to provide a college counselor's position at the local high schools to assist students in determining career goals and to identify programs that will suit local high school students. Currently, Ms. Rachel Byrd serves in the position. Ms. Byrd meets with the students to assess student talent and interest in college program areas. Mr. Priest stated that the position should assist in meeting the employer needs for local businesses by aligning students with employment options that suits them.

Mr. Campbell stated that it is an important program for the college, community, and for the students. He said that it may be a good idea for Ms. Byrd to spend time meeting with business and industry during the summer semester to assess the employment needs of the local businesses.

Dr. Lee reported that the Career Coach program is a grant supported position and is very important to the College.

Building/Facilities/Grounds Committee Report:

Jay Stanley provided an update on the continuing education building project. Mr. Stanley stated that five change orders have been approved since the project began and the completion date is currently set for October 8, 2019. Sixty-nine percent of the construction time has passed for the project and sixty-four percent of the construction has been completed. Mr. Stanley reported that the total cost for the five change orders is approximately \$63,091. A sixth change order regarding refrigerant piping locations and a twenty-day extension in the project will be at no cost to the College.

Mr. Stanley gave a report on the Economic Development Administration STEM building. Seventy-one percent of the construction time has passed for the project and forty-five percent of the construction has been completed. The expected completion date is August 16, 2019.

Mr. Stanley provided information regarding two land acquisitions. Mr. Stanley stated that the College is not interested in pursuing the Gooden property land adjacent to the College between Pleasant Grove Church Road and Highway 410 due to the cost of the property. There will be further discussion regarding the Brisson property during an upcoming meeting of the Board.

Fiscal Affairs Committee Report:

Mr. Stanley presented the uncollectible accounts receivable less than \$50 for review and approval. The total request of debt to write-off totals \$52.66.

Mr. Petteway made the motion to accept the amount as presented. Dr. Gemma seconded and the motion carried unanimously.

Mr. Stanley explained the proposed FY 2019 – 2020 fee schedule, effective July 1, 2019. The associate degree nursing (ADN) package and practical nurse education package (PNE) fees are increased and remain on a variable payment schedule to better reflect actual student cohorts. The Nursing 117 lab, career readiness assessment, curriculum technology, graduation, transcript, campus access, science lab, student activity, student accident insurance, and student malpractice insurance fees are increasing to cover costs.

The NCCER online testing fee is a newly established fee for the NCCER credential. The phlebotomy/nurse aide I and II fee is reworded to Con Ed health sciences fee, parking/security fee is reworded to campus access fee, and the SGA fee is reworded to the student activity fee for clarification purposes. The CPR card replacement fee, duplicate diploma/degree fee, and library card replacement fee is combined into one card replacement fee. All transcript fees are combined and increased into one flat rate fee of \$5. The NAEMT initial and renewal card fee is combined into one flat rate fee of \$15.

Mr. Stanley stated that the fee schedule reflects the College continuing to waive all fees for high school students. He reported that it had been discussed in length by members of the president's council, staff, and faculty members.

Mr. Britt made the motion to accept the proposed FY 2019 – 2020 fee schedule as presented. Mr. Petteway seconded and the motion carried unanimously.

Foundation Investment Committee Report:

Mr. Petteway provided the Foundation Investment Committee report. He reported that a representative from the Sizemore Group will meet with members of the Foundation Committee on June 13, 2019, to discuss the College Foundation investments.

Mr. Troy thanked Mr. Petteway and the members of the Foundation Investment Committee for their work.

Personnel Committee Report:

Mr. Kornegay provided a personnel report for fiscal year 2018-2019 as of May 20, 2019 for review by the Board. Information included in the report includes the department with the position change, the position title, date vacated and the projected start date for the position. Also included is the status of the position. Mr. Kornegay reported that there were six position changes from October 2018 through July 2019.

Dr. Lee stated that the board will be receiving this required report on a bi-annual basis.

President's Report:

Dr. Amanda Lee reported that the College graduation ceremonies were a success and she thanked those individuals who attended the ceremonies. Dr. Lee also stated that on May 21 and May 22 college employees attended a planning conference to discuss goals for the upcoming year in the college auditorium.

Dr. Lee stated that she and others from the College had the opportunity to meet with Mr. Chance Lambeth at the Elizabethtown Training Facility. Mr. Lambeth is the District Director for Congressman David Rouzer. Possible training opportunities for the facility were shared with Mr. Lambeth.

Dr. Lee told the Board that summer work hours begin on June 3 through July 26. The College will operate on a four-day schedule, Monday through Thursday, 7:30 a.m. to 5:30 p.m.

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 7:12 p.m., Chairman Troy thanked everyone for attending. The meeting adjourned with a motion by Mr. Petteway and a second by Mr. Hammond.

Dennis Troy, Chairman

Amanda Lee, Secretary