

Bladen Community College
BOARD OF TRUSTEES MEETING
Minutes of June 23, 2015

Members Present: Dennis Troy, chair; Frank Gemma, vice chair; Mary Andrews; Shirley Bridger; Bruce Dickerson; Ricky Leinwand; Hayes Petteway; Charlotte Smith; and Joan Washington.

Members Absent: Albert Beatty; Landon Bordeaux; Wayne Edge; and Tara Godfrey, SGA president.

Others Present: William Findt; Linda Burney; Sheila Dockery; Sondra Guyton; Jeff Kornegay; Barry Priest; Ray Sheppard; Jay Stanley; Gary Grady, attorney; and Missi Hester, recorder.

At 6:06 p.m., chairman Dennis Troy announced that a quorum of the 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.

Dr. Gemma gave a prayer.

Ms. Hester called the roll.

The minutes for the May 19 and the May 26, 2015, meetings were approved with a motion by Mr. Petteway and second by Ms. Andrews. The closed session minutes for the May 26, 2015, meeting were distributed, read by the board, and approved with a motion from Mr. Petteway and second by Dr. Gemma.

Mr. Troy stated to the board that this would be Ms. Bridger's final meeting as a trustee. He asked if she had any comments to make regarding her time spent on the board.

Ms. Bridger replied that she has been a member of the board of trustees for twelve years and that she has enjoyed serving with the group. She stated that she is proud to be affiliated with the college and she has seen progress being made. Ms. Bridger said that she would miss everyone but the time has come to resign from the board. She thanked those present for their friendship.

Mr. Troy thanked her for her service to the college and stated that she would be missed. Mr. Dickerson stated that Ms. Bridger agreed to serve on the board during a difficult time. Ms. Bridger stated that she felt as though it was the right thing to do.

Student Government Report:

The student government report was given by Barry Priest. Mr. Priest informed those present that SGA vice president Katiesha Hayes will be participating in the North Carolina Community College System Student Leadership Development Program that is offered each year at Peace College. He stated that BCC students have been chosen to participate in this program for the past seven years. Mr. Priest said 30 individuals are selected state wide to

participate and the BCC students who complete this leadership program bring knowledge and leadership skills gained from the program back to the college.

Mr. Troy commented on the college placemat at each trustee's place and Mr. Priest replied that Anthony Thomas, director of students, designed the placemat. Mr. Priest stated that the placemat features the new college tagline "Student Centered, Future Focused" and will be distributed to area restaurants as part of the upcoming recruiting campaign. The placemat lists degree programs offered by the college as well as registration dates for the fall semester. He also distributed the fall 2015 tabloid to the trustees.

Faculty Senate Report:

Ray Sheppard gave the faculty senate report. He stated that most of the faculty are currently on summer vacation, but there are faculty members who are teaching online classes for the summer semester. Mr. Sheppard informed those present that beginning in August, Lisa DeVane would assume the role of faculty senate president and will be attending the board meetings to report on the activities of the faculty senate. Dr. Findt stated that the faculty senate president serves a two year term. Dr. Findt thanked Mr. Sheppard for providing faculty senate information to the board and Mr. Sheppard was given a round of applause.

BCC Foundation Report:

Linda Burney gave the BCC Foundation report. Ms. Burney stated that the scholarship committee would be meeting within the next ten days. She stated that the college awarded approximately \$47,000 in scholarships during the 2014-2015 year. Ms. Burney projected an increase for the upcoming year. She stated that due to the work of the Foundation investment committee, she expects to see an increase in financial activity during the upcoming year.

Ms. Burney distributed corporate sponsor forms to the trustees for the Seafood and Sunset fall fundraiser. She also gave out save the date cards to those present for the event on October 1, 2015.

Academic and Student Affairs:

Ms. Guyton presented the continuing education accountability and credibility visitation report for the 2014 summer and 2014 fall semesters and the 2015 spring semester. The North Carolina Community College System has a requirement that visitations for continuing education classes by continuing education personnel be documented and reported to the trustees. The college met the requirements for each semester. Directors are required to visit 50% of off-campus classes and 25% of on-campus classes including distance education continuing education classes. The college's senior continuing education administrator is required to visit 10% of off-campus classes. Ms. Guyton stated that the accountability and credibility visitation report follows the requirements of the college's continuing education accountability and credibility plan. The plan defines

criteria to be audited during class visits. The purpose of the plan is to maintain credibility and accountability of the program through class visits.

Jeff Kornegay presented information regarding the termination of the Esthetic Instructor, Esthetics Technology, and Manicuring/Nail Technology certificate programs for approval by the board. Mr. Kornegay stated the North Carolina Community College System has requested colleges review and terminate such programs statewide. The reasons for termination of these programs are low demand in Bladen and surrounding counties, financial aid difficulties, inadequate ventilation system in the cosmetology lab, and expense of equipment. Mr. Kornegay informed the board that he had consulted cosmetology instructor Audrey Lewis regarding college's current cosmetology curricula and she informed him that cosmetology graduates would be eligible for careers in these areas. He stated that the associate degree program includes training in the three programs that are recommended for termination.

Mr. Dickerson made the motion to approve the termination of the Esthetic Instructor, Esthetics Technology, and Manicuring/Nail Technology certificate programs, Mr. Petteway seconded and the vote carried unanimously.

Mr. Priest gave the summer registration report. Mr. Priest stated that 461 students have registered for the summer semester and that 419 students enrolled last summer. The college has typically used summer as a recruiting tool and offered classes without additional funding. Mr. Priest informed those present that the estimated total FTE for the current summer semester is 102. Total FTE for the previous summer semester was 99.

Mr. Priest presented the 2014-2015 financial aid report. He reported that the financial aid expenditures for FY 2014-2015 were \$3,858,552 with 1,673 students receiving aid. Of these expenditures, \$3,500,224 was Pell grant funding with 1,067 students receiving the grant. Mr. Priest informed the board that there are 61 BCC Foundation scholarships totaling \$47,700.

Mr. Priest informed the board that a Bladen County Commissioner has requested information regarding the Bladen County Commissioner's Scholarships, the Bladen We Care Endowed Scholarships, and the Invest in Bladen Scholarships. The commissioner asked how the scholarships are funded. Criteria for awarding scholarships, amounts bestowed to recipients, selection methods, and student obligations were additional questions that were asked. He stated that Samantha Benson had compiled the information and the he and Dr. Findt had reviewed responses to the questions asked. Mr. Priest told the board the he and Ms. Benson would be meeting with Commissioner Arthur Bullock to discuss the information that he requested. Mr. Priest told those present that the scholarships are generally awarded to individuals that do not qualify for state or federal assistance. He also stated that multiple scholarships are usually not awarded to one student.

Mr. Priest presented information regarding Bladen Community College becoming a tobacco free campus. Mr. Priest provided to the board a list of all 58 community colleges noting which colleges allow or do not allow the use of tobacco products on campus. The

information presented indicated that the use of tobacco products is not permitted on 36 of the 58 North Carolina community college campuses. If passed, BCC would become tobacco free effective June 1, 2016, which would provide a year to educate the faculty, staff, and students. Mr. Petteway asked Mr. Priest if he thought becoming tobacco free would impact FTE to which Mr. Priest stated there may not be a way to determine that before becoming tobacco free. At the present time, smoking is allowed in designated areas on campus. Mr. Dickerson asked if any employees smoke and it was indicated that some do. He recommended offering some kind of support for those individuals. Mr. Priest commented that the college may be able to apply for a grant to help support the cessation of tobacco use for individuals on campus.

After further discussion, Mr. Petteway made a motion to table the tobacco free campus item until a later date, Ms. Washington seconded and the motion carried unanimously.

Building/Facilities/Grounds Committee Report:

No building/facilities/grounds report was brought before the board.

Fiscal Affairs Committee Report:

Jay Stanley presented information concerning the 2015-2016 county budget. Mr. Stanley informed those present that the County Commissioners approved current expense appropriations for BCC in the amount of \$803,265, which is a five percent increase from the previous year's budget of \$760,803. Additionally, \$25,000 has been appropriated to replace sidewalks for ADA compliance. Mr. Stanley also noted that \$10,000 was approved to repair the roof of the Essic Williams Administration Building and \$5,000 was appropriated for the scholarship program.

Mr. Stanley asked if there were questions and there were none. Mr. Troy stated that the Commissioners should be thanked. Dr. Findt stated that he and Mr. Troy publicly thanked the Commissioners during a recent Commissioner's meeting and would send a letter of thanks to the Commissioners.

Mr. Stanley presented uncollectible accounts write-offs for approval. The uncollectible accounts write offs in the amount of \$228.06 were approved during the May 26, 2015, board meeting. This amount was found to be incorrect due to an error in the calculation of the debt. The correct amount is \$219.90.

Mr. Petteway made the motion to accept the corrected amount as presented. Mr. Leinwand seconded, and the motion carried unanimously.

Mr. Stanley presented information regarding campus accessibility. He provided copies of the 2012 BCC accessibility report assembled by the System Office to the trustees detailing the ADA issues on campus. Mr. Stanley stated that since that time, the college has been working to resolve these issues and is now in compliance with accessibility standards. He stated that Bradley Taylor, director of facilities, was instrumental in this process.

Personnel Committee Report:

Ms. Washington stated that there would be a closed session to discuss the president's annual evaluation.

President's Report:

Dr. Findt stated that the college has been awarded a \$500,000 Golden LEAF grant to help with the construction of a STEM facility. He stated that the college has also applied for a grant from the Economic Development Administration for \$1.3 million to assist with the construction of the facility and the college should receive information concerning that grant in July.

Dr. Findt stated that the North Carolina Senate has passed its budget and that at the earliest, it would be August before the college would receive the budget for FY 2015-2016. He distributed the 2015-2017 conference budget priorities for the board to review. Items noted were instructor and staff salaries, year-round funding for all curriculum courses, and an increase in curriculum tuition.

Dr. Findt stated that he, Mr. Troy, and Ms. Smith had attended a presentation by Governor Pat McCrory and budget director Lee Roberts regarding the governor's proposed bond of \$3 billion. The information session was held at Fayetteville State University. If passed, BCC would receive \$2.313 million.

Dr. Findt reported that on Thursday, June 18, the administrative council held its annual planning retreat at the Elizabethtown Town Hall. He stated that 32 individuals attended.

Dr. Findt informed the board that the full-time high school liaison position has recently been filled by Ceirra Griffin. Ms. Griffin will report to Anthony Thomas and be a member of the student services program. Dr. Findt said that there are three positions open at this time: director of occupational extension, math instructor, and communications instructor.

Old Business:

Dr. Gemma presented information regarding the Association of Community College Trustees Governance Recognition Program. He stated that while attending the 2013 ACCT Congress in Seattle, Washington, he attended a presentation given by Dr. Polly Rodriguez about the recognition program and the trustee webinars. Dr. Gemma has earned a certificate of completion in governance leadership from ACCT since that time. The program focuses on the needs of the governing board and individual learning of trustees by providing training opportunities in effective governance. Dr. Gemma stated that because of the training he has received by completing the trustee webinars and attending ACCT events, he feels that the board is following proper governance procedures.

New Business:

Missi Hester informed the board that the North Carolina Association of Community College Trustees fall meeting will be held at the Wilmington Hilton Riverside on September 9 – 11, 2015. She stated that anyone interested in attending should contact her. She relayed that there are trustees who must complete their NCACCT training and this is a good opportunity to do so.

Mr. Troy presented the suggested board meetings for 2015-2016 for approval. Mr. Dickerson made the motion to approve the suggested 2015-2016 board meetings. Mr. Leinwand seconded, and the motion carried unanimously.

Mr. Troy stated that the board needs to vote on the election of officers for 2015-2016. Dr. Gemma made the motion to table the vote until the next board meeting in August. Ms. Washington seconded. The board took a vote and the results were one to table and eight to reopen the vote. Mr. Petteway made the motion to reopen the election of officers, Ms. Washington seconded and the motion passed.

It was suggested that the officers remain unchanged for the upcoming year with Mr. Troy remaining as the chairman, Dr. Gemma as the vice chairman and Dr. Findt serving as the secretary. The motion carried unanimously.

Unfinished Business:

No unfinished business was brought before the Board.

A motion was made at 7:28 p.m. by Ms. Smith to go into closed session to discuss Dr. Findt's evaluation results. Ms. Andrews seconded, and the motion passed.

At 7:51 p.m., the board returned to open session.

The board reviewed with Dr. Findt the results of his evaluation and thanked him for the exceptional job he is doing at the college. A letter will be sent to Dr. Linwood Powell, Chair of the State Board of Community Colleges, detailing the president's evaluation.

At 8:18 p.m., Chairman Troy thanked everyone for their attendance and thanked Ms. Bridger for her work on the board. The meeting adjourned with a motion by Ms. Washington and a second by Ms. Andrews.

 Dennis Troy, Chairman

 William Findt, Secretary