

Bladen Community College
BOARD OF TRUSTEES MEETING
Minutes of August 23, 2016

Members Present: Dennis Troy, chair; Frank Gemma, vice chair; Mary Andrews; Pam Benton; Landon Bordeaux; Wayne Edge; Larry Hammond; Ricky Leinwand; Hayes Petteway; Charlotte Smith; and Zachary Bridgers, SGA president.

Members Absent: Albert Beatty and James McVicker

Others Present: William Findt; Sondra Guyton; Jeff Kornegay; Barry Priest; Jay Stanley; Linda Burney; Lisa DeVane; Grace Whitaker; Jennifer Farris; Junior Rideout; Cheston Saunders; Courtney Gregory; Nancy Troy; Gary Grady, attorney; and Missi Hester, recorder.

At 7:07 p.m., Chairman Dennis Troy announced that a quorum of members was present and called the meeting to order and asked if any trustee had a conflict or an appearance of conflict of interest. No conflicts were expressed.

Mr. Petteway gave a prayer.

Ms. Hester called the roll.

The minutes of the June 28, 2016, and August 8, 2016, meetings were approved with a motion by Ms. Andrews and a second by Mr. Leinwand.

The minutes of the closed session meeting held on June 28, 2016, were reviewed by the board and approved with a motion by Mr. Leinwand and a second by Mr. Edge

Student Government Report

Zachary Bridgers, Student Government Association president, gave the report for the Student Government Association. Mr. Bridgers reported that the SGA began planning events for the academic year. He displayed a student t-shirt that commemorates the college's 50th year. The t-shirts are also being sold to others for \$5 each.

Mr. Troy asked if there were any questions. Mr. Troy thanked Mr. Bridgers for his report.

Faculty Senate Report:

Lisa DeVane, chair of the Faculty Senate, reported that faculty returned to campus on August 1 and that many had been involved in professional development activities and departmental meetings. Ms. DeVane stated that classes began on August 15.

Ms. DeVane told the board that the Bladen County Schools offered a summer camp for third through eighth grade students held on July 18 through July 21. The college hosted the camp on July 21. English, science, and math faculty participated in the camp by providing activities for the 25 students who visited the campus.

Ms. DeVane stated that the fall 2016 Writers Series will host Ms. Zelda Lockhart on Wednesday, September 14, at 11:00 a.m., in the college library. Ms. DeVane stated that Ms. Lockhart will also conduct a workshop for students that day.

Ms. DeVane stated that in an effort to help students achieve higher scores on the nursing entrance exam, the college will be providing preparation sessions in science, math, and English. The sessions will begin on September 12 and will cover items known to be on the exam.

Ms. DeVane informed the group that the history club is planning the annual ghost walk in Wilmington on Friday, October 21.

Bladen Community College Foundation Report:

Linda Burney began the Foundation report by stating that the goal for the Seafood and Sunset fundraiser is to raise a net profit of \$20,000 and that the Foundation currently has received \$17,500 in sponsorships. She stated that invitations would be mailed soon. Ms. Burney told the board that Shirley Hough and Barbara Knight are leading the event sponsorship committee for the current year. Currently there are sixty-one event sponsors for the event.

Ms. Burney stated that she is currently working to establish a Live Alumni program. The purpose of this program is track individuals who received scholarships through the Foundation. The Live Alumni program is connected to LinkedIn, a professional networking tool.

Academic and Student Affairs Committee Report:

Jeff Kornegay introduced new employees of the college. Junior Rideout has assumed the role of director of facilities. Jennifer Farris and Grace Whitaker have been employed as Workforce Innovation Opportunity Act program specialists. Courtney Gregory is the administrative assist for allied health programs. New faculty member Cheston Saunders will be teaching biology and chemistry courses.

Barry Priest presented the fall 2016 curriculum registration report. He reported that registration is on-going, but at the present time approximately 1,089 students have registered for classes. He stated that enrollment will increase once the career and technical classes offered to high school students are fully registered. Registration for second eight-week classes are on-going. He shared with the group the number of

students enrolled in each of the college's programs of study. Mr. Priest informed the board that the medical office administration program has thirty-three students currently enrolled and the emergency medical science program has eight students enrolled. The licensed practical nursing to registered nursing bridge program has reached maximum enrollment with a total of ten students enrolled. Mr. Priest told those in attendance that enrollment of high school students should exceed that of fall 2015.

Mr. Priest stated that over 80% of students are enrolled in one or more distance education courses. He shared additional information regarding student enrollment by gender, ethnicity, age, and region.

Mr. Priest told the board that tuition and fees are deposited into the State Treasury that in turn supports the North Carolina Community College System's operating budget.

Mr. Troy asked Mr. Priest the amount the college has received for the Minority Male Mentoring grant for the current year. Mr. Priest replied that the award was a little more than \$17,000.

Mr. Priest shared the new college website with the group. He pointed out that the college logo has also been updated. Mr. Priest navigated to the board of trustees' page on the website.

Building/Facilities/Grounds Committee Report:

Jay Stanley reported on the continuing education and STEM/advanced manufacturing buildings. Mr. Stanley stated that the trustees approved the exterior plans submitted by LS3P during the June 2016 board meeting. He told the board that the college had received information from the System Office and State Construction Office informing the college that LS3P had not completed the advanced planning work from 2011. Architect Charles Boney of LS3P subsequently completed the advanced planning work and submitted it to the State Construction Office. Mr. Boney then submitted to the State Construction Office a preliminary floor plan, elevations of the building, and a proposed fee schedule. As the cost of construction has risen since 2011, the size of the building will be reduced from 29,000 square feet to slightly less than 20,000 square feet.

Mr. Stanley stated that based on Mr. Boney's proposed schedule, the college anticipates receiving bids for the construction project in August 2017, with a construction period of one year.

Mr. Stanley stated that two requests have been submitted to the Economic Development Administration (EDA) regarding the STEM/advanced manufacturing building. He reported that the college originally requested \$2.4 million in grant

funding, but was awarded \$1.3 million by the EDA. The size of the facility will be reduced from 12,500 square feet to 8,500 square feet because of the reduction in grant funding. The college has also requested that the facility be constructed to be adjacent to building six. The original location for construction was on the site of the mobile units.

Mr. Stanley stated that construction of the facility must be completed within 39 months of receiving notification of approval by the EDA. The date for approval was February 2016; however, the construction period has been extended by six months.

LS3P is the architect for the STEM/advanced manufacturing building.

Fiscal Affairs Committee Report:

Mr. Stanley reviewed the college's 2015-2016 fourth quarter reports for state, county, and institutional funds. Mr. Stanley presented state expense funds of \$9,545,387 at the end of the fiscal year. He stated that \$149,161 was unexpended and will carry over for 2016-2017 fiscal year.

Mr. Stanley stated that the 2015-2016 expenditures for county funds including all capital appropriations was \$847,889.

Mr. Stanley reported on the balances of institutional funds at the end of the fiscal year. The current unrestricted institutional fund balance as of June 30, 2016, was \$275,158.29. The total restricted institutional fund balance as of the end of the fiscal year was \$97,631.40. Mr. Stanley reported the total proprietary fund balance as \$949,093.47. Mr. Stanley reported that the total institutional fund balance as of June 30, 2016, was \$10,730,796.65.

Mr. Troy asked if the budget is in-line, to which Mr. Stanley stated that it is.

Mr. Stanley stated that the North Carolina Community College System Office requires the college to perform a yearly inventory of equipment and the results are due to the System Office by August 1 of each year. Bladen Community College has 1,895 items that are inventoried and the total value of these items is \$16,298,474.97. Mr. Stanley reported that four items totally \$6,436.27 could not be located for the 2015-2016 fiscal year.

Mr. Petteway gave the BCC Foundation Investment Committee report. He stated that the foundation funds were moved to an investment company in the fall of 2015, which coincided with a decline in the market. Mr. Petteway reported that the market is improving and now the Foundation is seeing an increase in the investment.

Dr. Findt reported on the state budget for the 2016-2017 fiscal year. He stated that the North Carolina Community College State Board approved the state budget for the colleges on August 19. Bladen Community College will receive \$9.44 million and the college will reserve 1% of that amount for reversions that may occur later in the fiscal year. Dr. Findt reported that the amount allocated to the colleges includes a 1.5% across the board raise for full time employees. Additionally, the college was allocated 1.5% that can be used in several ways concerning employee salaries and bonuses. Dr. Findt told the board that more information regarding employee salaries will be shared during the next board meeting on September 20, 2016.

President's Report:

Dr. Findt reported that he had attended the North Carolina Chamber of Commerce Conference on Education on August 18 in Durham, North Carolina.

Dr. Findt invited the board to the fall 2016 convocation ceremony held on August 30, at 11:00 a.m., in the college auditorium. The 2016-2017 student ambassadors will be the speakers for the ceremony and the Student Government Association will host lunch for students and staff after the program.

Dr. Findt reported that a law enforcement sub-station has been established at the East Arcadia Center. He told the board that the East Arcadia Town Council called a special meeting to discuss the sub-station on Sunday, August 21. Dr. Findt stated that he and Mr. Troy will attend the next East Arcadia Town Council meeting to address the council regarding the sub-station.

Old Business:

Mr. Kornegay reported on the combined meeting of the college trustees and the Bladen County Board of Education held on August 8, 2016. He stated that the meeting was held to discuss the possibility of establishing an early college high school program in the county. Mr. Kornegay said the application for the program is due to the System Office by September 15 and must be submitted by the Bladen County Schools. Additional discussion between the two groups is anticipated.

Personnel Committee Report:

At 8:38 p.m. following a motion by Mr. Petteway and a second by Ms. Andrews, Mr. Troy stated that pursuant to Statute G.S. 143.318.11(A6) the Board would go into closed session to discuss a personnel matter.

Mr. Petteway moved that the board return to open session, seconded by Ms. Andrews; motion carried and the board returned to open session at 8:52 p.m.

New Business:

Mr. Troy reviewed with those present the trustee committee memberships for 2016-2017. A copy was provided to each board member.

Unfinished Business:

There was no unfinished business.

At 8:54 p.m., Chairman Troy thanked the trustees for their attendance and service to the college. The meeting adjourned with a motion by Mr. Bordeaux and a second by Mr. Leinwand.

Dennis Troy, Chairman

William Findt, Secretary