

Bladen Community College
BOARD OF TRUSTEES MEETING
Minutes of August 27, 2019

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

Members Absent: None

Others Present: Amanda Lee; Jeff Kornegay; Sondra Guyton; Barry Priest; Jay Stanley; Linda Burney; Crystal Dowd; Rachel Byrd; Allison Strickland; Michelle Norris; Lisa DeVane; Junior Rideout; ReGena Gilliam; Joy Grady; Tiina Mundy; Alton Bryant; Alan Wooten, General Manager/Editor, *The Bladen Journal*; Gary Grady, attorney; and Missi Hester, recorder.

Prior to the board meeting Ms. Niki Dennis, Bladen County Clerk of Court, swore in newly appointed trustee Lillian Bryant and reappointed trustees Pam Benton and Hayes Petteway. Ms. Bryant has been appointed by the Governor's office and Ms. Benton and Mr. Petteway have been reappointed by the Bladen County Board of Education.

At 6:05 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.

Ms. Hester called the roll.

Dr. Gemma gave a prayer.

Jeff Kornegay reported on recent recognition of college employees. Mr. Kornegay stated that the North Carolina Community College System Office tasks each college with awarding an Excellence in Teaching award and a Staff Member of the Year award each year to two of its' employees. During the All Campus Assembly meeting held on Thursday, August 1, nursing instructor Michelle Norris was awarded the Excellence in Teaching award and Sondra Guyton was named the Staff Member of the Year. Mr. Kornegay also stated that Junior Rideout, director of facilities, had received the President's Award. This is a new award that is chosen solely by the College president based on the employee's work ethic and dedication to perform their job "beyond the call of duty."

Mr. Kornegay introduced two new employees of the College. Rachel Byrd has been hired full-time as the college career coach and Allison Strickland has been employed as a nursing instructor. He stated that Ms. Strickland has been hired as a nursing instructor following the retirement of former nursing instructor Angie Lowry. Mr. Kornegay stated that Twyla Davis, who had previously served as Director of Institutional Effectiveness and Planning, has assumed the role of English instructor. Ms. Davis is assuming the role of English instructor following

the resignation of Cara DeLoach. Ms. DeLoach resigned to further her education at Vanderbilt University. Lisa DeVane, former biology instructor, has been named the Director of Institutional Effectiveness and Planning.

Adoption of Agenda:

Mr. Troy presented the meeting agenda for Tuesday, August 27, 2019, for view and approval. Mr. Petteway made the motion to accept the meeting agenda as presented. The motion was seconded by Dr. Gemma and carried unanimously.

Consent Agenda for Action Items:

Two consent agendas were presented by Mr. Troy. Action Items 3.01 for the June 25, 2019 meeting included the minutes for the May 28, 2019 meeting, the college holiday schedule for 2019-2020, and the board of trustees meeting dates for 2019-2020. Consent agenda 3.01 was approved with a motion by Mr. Dickerson and a second by Ms. Andrews. Action Items 3.02 for the August 27, 2019 meeting included the meeting minutes for the June 25, 2019 board of trustees meeting and the college holiday schedule for 2020-2021. Consent Agenda 3.02 was approved with a motion by Mr. Hammond and a second Mr. Britt. Both motions were approved unanimously.

Student Government Report:

Crystal Dowd presented on behalf of the Student Government Association. Ms. Dowd stated that the SGA participated in “Welcome Week” August 19 through August 23. Different areas of the College sponsored events each day during this week.

A club fair was held on Wednesday, August 21, in the student lounge to encourage students to become involved in clubs and activities on campus. Ms. Dowd reported that SGA elections will be held on September 10 and September 11. Elections are held twice a year. Ms. Dowd reported that SGA elections will be held on-line the first time.

Mr. Troy asked if there were any questions. There were none. Mr. Troy thanked Ms. Dowd for her report.

Faculty Senate Report:

ReGena Gilliam provided the faculty senate report. Ms. Gilliam stated that Cheston Saunders served as a team leader for a group of community college educators who participated in an evolution education workshop at Brigham Young University in Utah. Ms. Gilliam stated that the faculty senate also participated in “Welcome Week” August 19 through August 23. The faculty senate sponsored a breakfast for students on Tuesday, August 20.

Bladen Community College Foundation Report:

Linda Burney provided event sponsorship information for the upcoming sunset and vine foundation event. She told the board that the foundation has received \$9,850 in event sponsorships. She encouraged individuals to contact the foundation office if interested in becoming a sponsor for the fundraiser. The event is scheduled to be held at LuMil Vineyard on Thursday, October 24, 2019.

Ms. Burney reported that approximately 120 foundation scholarships will be awarded this year. A scholarship breakfast for students who have received scholarships is scheduled for Thursday, September 12.

Academic and Student Affairs Committee Report:

Sondra Guyton presented the continuing education summer enrollment report. Ms. Guyton stated that the information is compiled from six program areas in the continuing education department such as workforce training, public safety training, allied health, college readiness, community service, and customized training. Ms. Guyton reported that 1242 students were enrolled during the 2019 summer semester. During the summer 2018 semester, 1232 individuals were enrolled. Ms. Guyton told the group that Small Business Center director Todd Lyden had 23 events during 2018 and 29 events during 2019. Ms. Guyton also reported that the fall semester is off to a great start. She stated that during the fall 2018 semester 16 Smithfield Packing employees enrolled in the mechatronics program. Forty Smithfield Packing employees have enrolled in the program for the fall 2019 semester.

Building/Facilities/Grounds Committee Report:

Jay Stanley reported on the continuing education and STEM/advanced manufacturing buildings. Mr. Stanley stated that the continuing education building project began on August 8, 2018 and the completion deadline for the project is October 8, 2019. Eighty-nine percent of the time has passed and eighty-one percent of the work has been completed. Mr. Stanley reported that during the previous meeting with the State Construction Office the contractors indicated that the project is 30 to 35 days behind schedule. A total of seven change orders have been approved for a total of \$67,560.79. Mr. Stanley told the Board that the project continues to be monitored for short-cuts or compromises. He also provided information regarding cracks in the concrete foundation flooring. Mr. Stanley stated that S&ME, Inc. has been contracted to perform an evaluation of the cracking and he shared the final report with those present. The report states that the cracks were caused by normal concrete shrinkage.

Mr. Stanley provided an update on the STEM/Advanced Manufacturing building project. He stated that the project began on October 8, 2018 and the completion date was August 16, 2019. Seventy-five percent of the work has been completed and three change orders have been approved to date. An additional change order is under review for added work due to weather delays and an air barrier installation. Mr. Stanley reported that the College

has been given classroom furniture from Wake Technical Community College and Fayetteville Technical Community College.

Mr. Stanley stated that he recommends that the Board go into closed session to discuss a land acquisition.

Fiscal Affairs Committee Report:

Mr. Stanley provided a review the College's 2018-2019 fourth quarter financial reports as of June 30, 2019. He stated that the state, county, and institutional funds budgets are all in good order. Mr. Stanley stated that the carry-over of equipment funds in the amount of \$207,654 has been approved. The institutional funds budget showed \$302,083 in unrestricted funds, \$198,595 in restricted funds, and \$1,001,063 total proprietary funds. Mr. Stanley reported the total college institutional funds balance as \$1,501,741.

Mr. Stanley presented the College's budget resolution for fiscal year 2019-2020. Mr. Stanley stated that the proposed budget is based on the Conference iteration of the FY 2019-2020 budget projection worksheet released by the North Carolina Community College System Office that has not been enacted into law. Mr. Stanley further explained that the state budget is based on the fact that the College is currently working under 2018-2019 recurring funding and the final BFTE. The county and institutional fund budgets are based on the allocations to the College from the respective entities. Sections 1 and 2 deal with state funds, excluding equipment, and total \$9,738,141 with a management flexibility reduction of \$388,746. The total county fund appropriation is \$1,069,551 including \$398,186 for plant operations. Section 9 of the resolution states that the president of the College is authorized to transfer funds from one function to another in the same fund with the limitations set forth for the State Fund and Plant Fund by the State Board of Community Colleges. The College Board of Trustees will be informed of these transfers and entered into the board minutes. Section 10 states that the president of the College is authorized to accept additional state and/or federal appropriations on behalf of the College to facilitate the programs of the College. The acceptance of additional funds shall be reported to the board and entered into the board minutes.

Mr. Britt made the motion to approve of the budget resolution for fiscal year 2019-2020 as presented. Mr. Petteway seconded the motion and it carried unanimously.

Mr. Troy thanked Mr. Britt and the Bladen County Commissioners for their work to support the College.

Mr. Petteway gave the BCC Foundation Investment Committee report and stated that foundation investments with Morgan Stanley total \$964,187.63 in balances currently. He stated that this amount is down from the previous amount reported as \$990,612.

Mr. Petteway reported that this is to be expected and that Morgan Stanley is a good group to have manage the funds.

Mr. Kornegay presented the document for Criteria and Procedures for Naming Bladen Community College Owned Facilities for review and approval. Mr. Kornegay stated that the College is striving to have clearly defined guidelines regarding the naming of campus facilities. Dr. Lee and the senior staff team have been reviewing the document for consistency and also researching what other colleges are using as criteria for naming. Mr. Kornegay told the Board that the College has a naming policy that was adopted in 2006.

Mr. Kornegay reviewed the draft naming policy with those present. He stated that donations made to the foundation for student scholarships are excluded from the naming policy. Mr. Kornegay mentioned clause 4.2 that states facilities will not be named for individuals employed or associated to the College so long as the relationship exists. Clause 4.7 deals with the amount a gift for naming should equal. Mr. Kornegay told the group that twenty-five percent or one-fourth of the amount of the construction or acquiring of a facility seemed to be in keeping with this region of the state. Mr. Kornegay reported the Mr. Grady had also noted items listed under Procedures 5.1 and 5.2.2. Mr. Kornegay read 5.2.1 that states contributions may be made in installments but the facility will not be named until the contribution is paid in full. Clause 6 reserves the right to revoke and terminate its obligations regarding naming a facility in the event of the benefactor's or honoree's reputation changes substantially so that the continued use of the name may compromise the public trust or dishonor the College's standards.

Mr. Petteway asked if clause 6.2 was needed because the information is covered in clause 5.2.1. Mr. Leinwand asked if an individual had to be deceased for a facility to be named for the individual. Dr. Lee stated that that was included in the previous naming policy but has not been included in the current policy being reviewed. Mr. Hammond asked if a time frame regarding naming a facility for an individual after they have been separated from the College had been determined as noted in clause 4.2. Dr. Lee stated that the timeframe would be left to the discretion of the Board. He also asked if certain facilities would be exempt from naming to which she answered that there were no exemptions.

The Board discussed the amount or percent needed to name a facility for an individual. The consensus was that further discussion is needed to determine the amount of the gift needed to name a facility. Mr. Campbell stated that the Board may want to consider the possibility of naming a facility once an individual or business enters into an agreement regarding a payment plan that would allow the facility to be named immediately after the first payment is received. Mr. Dickerson also mentioned naming individual rooms and auditoriums on campus.

Ms. Andrews made a motion to table the Criteria and Procedures for Naming Bladen Community College Owned Facilities policy. Dr. Gemma seconded and the motion passed unanimously.

Personnel Committee Report:

Mr. Kornegay provided a personnel report for 2019-2020 as of August 1, 2019 for review by the Board. He told the Board that there are 109 full-time budgeted positions at the College. The report indicated that there were three vacated positions as of June 30, 2019 and one vacated position after June 30, 2019. Mr. Kornegay informed the group that two of the four vacant positions have been filled. Mr. Kornegay reported that there were six position changes from October 2018 through July 2019. There were no terminations of employment.

Mr. Kornegay stated that the Board will be receiving this state required report on a bi-annual basis.

President's Report:

Dr. Amanda Lee thanked East Arcadia Fire Department and the Bladenboro Historical Society for allowing the College to offer classes at their facilities at no cost after Hurricane Florence. The College will no longer be offering courses at these facilities but will be holding classes at East Arcadia Elementary School and Bladenboro Middle School.

Dr. Lee thanked Trustee Pam Benton for inviting her to speak at the Bladenboro Rotary meeting. She also reported that she and Mr. Priest met with the coaches at West Bladen High School for recruiting proposes.

Dr. Lee stated that she and other employees of the College are working to secure Golden LEAF funds to support the allied health and the continuing education departments.

Dr. Lee reported that college personnel had viewed a video from the Department of Homeland Security regarding active shooter preparedness. She stated that the planning process has begun for additional discussions concerning campus safety.

Dr. Lee told the Board that in an effort to support retention of male minority students, the College continues to provide the Minority Male Initiative Program. The College no longer receives the grant that once supported this program but feels the importance of the initiative. Dr. Lee stated that an orientation was held for the group and Mr. Troy spoke to the them regarding his story.

Dr. Lee met with Dr. Robert Taylor concerning the success of Career and College Promise students and Bladen Early College students. Dr. Lee stated that staff from the College and staff from Bladen County Schools will be collaborating in the near future to discuss and plan ways to ensure the success of these students.

Dr. Lee has been asked to serve as co-chair of the Programs Committee of the State Board of Community Colleges. She also reported that Mr. Priest has been asked to serve as vice-president of a state-wide student development association.

Old Business:

Mr. Troy called for a motion that the Board go into closed session pursuant to North Carolina General Statute 143-318.11(a)(5) to discuss the trade of property with James Ronald Brisson, the exact locations having been previously identified at the April Board of Trustees meeting.

Mr. Hammond made the motion that the Board go into closed session pursuant to North Carolina General Statute 143-318.11(a)(5) to discuss the trade of property with James Ronald Brisson. Mr. Petteway seconded the motion and the Board went into closed session at 8:02 p.m.

The board returned to open session at 8:17 p.m. with a motion made by Mr. Petteway and second by Ms. Andrews.

New Business:

Mr. Petteway made the motion to re-elect Mr. Troy as the Chair of the Bladen Community College Trustees and Dr. Gemma as Vice-Chair. Mr. Leinwand seconded the motion and it passed unanimously.

Hayes Petteway remarked that Mr. Troy is well known at the state and national level and is highly respected. He stated that the Board is fortunate to have an individual who is willing to serve as Chair as long as Mr. Troy has. Mr. Petteway noted Mr. Troy's attendance at college events and stated that Mr. Troy promotes the College whenever possible.

Several positive comments regarding Bladen Community College were shared by the Trustees.

Unfinished Business:

There was no unfinished business.

At 8:30 p.m., Chairman Troy thanked the trustees for their attendance and service to the college. The meeting adjourned with a motion by Mr. Petteway and a second by Ms. Andrews.

Dennis Troy, Chairman

Amanda Lee, Secretary