

Bladen Community College
BOARD OF TRUSTEES MEETING
Minutes of October 24, 2017

Members Present: Dennis Troy, chair; Frank Gemma, vice chair; Mary Andrews; Albert Beatty; Pam Benton; Bruce Dickerson; Larry Hammond; Hayes Petteway; and Charlotte Smith.

Members Absent: Ricky Leinwand; James McVicker; and Ashley Trivette.

Others Present: William Findt; Jeff Kornegay; Jay Stanley; Barry Priest; Sondra Guyton; Jason Britt; Linda Burney; Tiina Mundy; Charity Taylor, SGA President; Gary Grady, attorney; and Missi Hester, recorder.

At 6:05 p.m., Chairman 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. No conflicts were expressed.

Dr. Findt gave a prayer.

Ms. Hester called the roll.

The minutes of the September 19, 2017, meeting were approved with a motion by Ms. Andrews and a second by Mr. Beatty.

Student Government Report

Mr. Jason Britt, former SGA president, spoke regarding how attending the college has influenced his career and life. Mr. Britt currently works as a victim witness legal assistant for District Attorney Jon David. He began his studies at the college as a dual enrollment student and eventually received a degree in industrial systems technology. Mr. Britt explained that he became involved in various clubs and organizations while attending college. He also stated that he was nominated by the college to attend the North Carolina Community College Student Leadership Institute in Raleigh and gained knowledge from the various speakers during the weeklong event. Mr. Britt represented 58 community colleges by serving as vice president for the North Carolina Community College Student Government Association. He stated that because of the experiences that he had while attending BCC, he was influenced to change career paths. Mr. Britt was advised by Ms. Lisa DeVane in college transfer and he eventually transferred to Campbell University. He thanked those present for his experiences and stated that the college cares about students and bettering the community. Mr. Britt thanked the board for the opportunity to come and speak during the meeting.

Charity Taylor, Student Government Association president, provided the report for the Student Government Association. Ms. Taylor reported that Constitution Day was held on Thursday, September 21, at 11:00 a.m. in the student lounge. The SGA held a pizza fundraiser to raise money for the United Way Campaign on Tuesday, October 17, and the annual fall festival was held on Wednesday, October 18.

Ms. Taylor informed the board that members of the SGA attended the NC4SGA state conference in Winston Salem, Friday, October 20 through Sunday, October 22.

Ms. Taylor stated that she is serving as an ambassador for the 2017-2018 academic year. She reported that the ambassadors assisted during the foundation board of director's meeting on Monday, October 2, and assisted with the seafood and sunset foundation fundraiser on Thursday, October 19. Ms. Taylor informed the board that she will be attending the fall mini-session for the student leadership development program November 3 through November 4.

Charlotte Smith asked if there are members of the SGA or student ambassadors who are from the East Arcadia area who could present college information or personal experiences concerning the college to residents of the East Arcadia area. Mr. Troy and Ms. Andrews stated that there have been in the past. Ms. Smith stated that it would be a good idea to have someone from that area present information and hear testimonies from past students.

Faculty Senate Report:

Jeff Kornegay reported on faculty senate activities on campus. Mr. Kornegay stated that early registration and advising will be held on November 3 and regular registration for the spring 2018 semester will be held on November 7 through November 10.

The curriculum advisory committee meetings were held on Tuesday, October 3. Mr. Kornegay stated that various curriculum and continuing education programs met with industry, business and educational leaders to determine the needs of each of these areas.

Mr. Kornegay invited the group to a presentation concerning local ghost stories and myths on Tuesday, October 31, at 11:00 a.m. in the college library, given by BCC history instructor Cliff Tyndall. Mr. Kornegay also stated that the annual Veteran's Day program will be held on November 9, at 11:00 a.m. in the college auditorium.

Mr. Kornegay stated that the fall science and math day will be held on Tuesday, November 21, for area eighth grade students. He stated that the event is held in the fall and spring each year and is a good event to recruit for the college.

Bladen Community College Foundation Report:

Linda Burney stated that the seafood and sunset fundraiser was the largest and most successful event that the foundation has held in the past five years. The fundraiser was held at The Venue at Regal Resort at White Lake. Ms. Burney stated that the corporate and business sponsorship total was \$13,250 and individual sponsorship total was \$3,700. Faculty and staff reservations totaled \$2,100 and faculty and staff donations totaled \$220. A canvas print by photographer Jamie Corbett was raffled for a total of \$1,220. Ms. Burney reported that the gross total was approximately \$25,065 and \$3,750 of in-kind sponsorships. She stated that she appreciates the opportunity to serve the board and the students.

Ms. Burney spoke those present about the ease of establishing student scholarships.

Mr. Troy thanked Ms. Burney for her work for the college.

Academic and Student Affairs Committee Report:

Mr. Kornegay provided information regarding the college's fifth year report for the Southern Association of Colleges and Schools. He stated that a group of eight faculty members and staff is currently working to review 24 standards and writing narratives and linking them to evidence-based documents such as handbooks, catalogs and campus master plans. Mr. Kornegay reported that ten to twelve of the standards will be completed by December 2017 and the remaining standards will be completed during the beginning of 2018. The report is due September 14, 2018, to the Southern Association of Colleges and Schools

Mr. Kornegay gave a report regarding Cape Fear Valley Health System's support for the college. He stated that the health care system has agreed to fund a full-time allied health faculty position and scholarships for nursing students. Mr. Kornegay stated that the scholarships will cover the full cost of tuition, books, fees, and testing. Students must work for Cape Fear Valley Health System for each year that they receive a scholarship. Mr. Kornegay informed the board that the financial aid department has met with students to make them aware of the requirements for the scholarship. Mr. Kornegay reported that prospective allied health instructors have been interviewed and he expects an offer to be made in the near future.

Dr. Findt provided a copy of the revised college policy manual to each member of the board. He stated that Mr. Kennon Briggs has been working to revise the manual and appropriate college staff have reviewed the information. Dr. Findt asked the trustees to review the information and said that a vote will be held during the upcoming meeting to approve the information. Many of the policies are required by SACS and are based on

administrative code or state statute. Ms. Mundy submits college policies to the North Carolina Community College System Office when they are created or updated.

Building/Facilities/Grounds Committee Report:

Jay Stanley reported on the continuing education and STEM/advanced manufacturing buildings. Mr. Stanley stated that he had previously reported that LS3P architects continue to work on the construction documents and the opinion of probable cost. A list of chemicals to be housed by the college was provided to LS3P and this information will be included in the report sent to the State Construction Office (SCO). Mr. Stanley reported that LS3P submitted the construction documents on October 17 to the SCO and to the college. The submission included the project manual, final construction blueprints and the opinion of probable cost. The college and the SCO have eight weeks to review the documents. Mr. Stanley reported that the construction document phase is the final phase before the project is sent out for bid.

Mr. Stanley reported that the college received a notice of approval of the schematic design document and design development document for the STEM/Advanced Manufacturing building from the SCO on September 22. He stated that the construction documents and bidding phase is scheduled for March/April 2018.

Mr. Stanley provided the campus master plan proposal by LS3P Architects for review and approval. He stated that the building/facilities/grounds committee met prior to the board meeting to review the master plan information and the college capital improvement plan. Mr. Stanley reminded the board that the committee had previously approved the architecture firm HH Architecture. The firm's original fee for the BCC campus master plan greatly surpassed what other colleges comparable to BCC paid for their master plans. Mr. Stanley stated that the committee asked for clarification for the LS3P proposal for line item titled "Engineering assessment allowance" in the amount of \$10,000 and asked him to try to reduce the fee if possible. The fee for the campus master plan would be paid from county or self-supporting funds.

Mr. Petteway moved to approve the campus master plan proposal from LS3P Architects subject to the clarification of the engineering assessment allowance fee. Mrs. Charlotte Smith seconded the motion and it passed unanimously.

Mr. Stanley presented the college's capital needs for the 2018-19 to 2022-23 fiscal years. Mr. Stanley told those present that each year the county requests a capital needs list from each county agency. The capital improvement plan is submitted to the county as a planning and budgeting tool which provides information regarding the college's needs over a period of five years. Mr. Stanley noted that for budget year 2018-2019, the campus restroom renovations is the first priority at a cost of \$500,000 over five years. Many restrooms on campus do not meet ADA compliance standards and are in

need of upgrades. Mr. Stanley reported that the college is receiving funding in the amount of \$200,000 over the next three years for the restroom upgrades. Other items listed include campus light improvements for parking lots and grounds and building drainage systems replacements.

The auditorium roof project has been funded by Bladen County in the amount of \$340,000. Mr. Stanley stated that the college has requested that the SCO provide a complimentary review of the project.

Mr. Dickerson made the motion to approve the college capital improvement plan worksheet as presented. Ms. Andrews seconded the motion and it passed unanimously.

Fiscal Affairs Committee Report:

Mr. Stanley provided the college's first quarter financial reports consisting of the county, state, and institutional funds for the period ending September 30, 2017. The county budget was 23% expended at September 30, 2017. Mr. Stanley reviewed the state and institutional budgets with the board. He stated that the budgets are reviewed monthly and that they are in good order. Dr. Findt reported that 1% of the state budget is being held in reserve in the event of a state reversion in January 2018.

Mr. Stanley provided an update to those present regarding a penalty notice from the Internal Revenue Service in the amount of \$617,760. He stated that a reply was received from the IRS on October 17 that declared the explanation regarding the penalty showed reasonable cause and the fee will be waived.

Dr. Findt provided a copy of the East Arcadia Lease agreement to the board. The Town of East Arcadia signed the ten-year agreement. The college will no longer pay for the utilities for the East Arcadia Senior Center.

Barry Priest reported on the Sallie Mae loan program. Mr. Priest stated that the private loan program targets individuals who may not qualify for other types of financial aid. Mr. Priest stated that the program will not affect the college default rate and students who receive a loan must begin to repay the loan six months after graduation. The college must be approved by the Department of Education to offer the loan program. Mr. Priest stated that students will be educated on the re-payment of loan program.

Ms. Andrews moved to approve the Sallie Mae loan program and Mr. Petteway seconded the motion. The motion passed unanimously.

Mr. Petteway gave the BCC Foundation report. He stated that the college's foundation investment committee will meet on Tuesday, November 7, with representatives from the investment firm Morgan Stanley. When the funds were first invested, there was a

decline in the stock market. Since that time the investment has grown to approximately \$748,975.

Personnel Committee Report:

There was no personnel report.

President's Report:

Dr. Findt reported that the college will meet with the Bladen County school personnel to discuss a time-line regarding the early college high school program.

Dr. Findt will serve on a SACS accreditation team for Southside Community College in Virginia.

Dr. Findt reported that several employees of the college have been participating in opioid prevention and treatment education sessions with various county agencies.

Old Business:

There was no old business.

New Business:

Mr. Troy reported on the recent Association of Community College Trustees leadership congress titled "Pathways to Prosperity". Mr. Troy referenced the strategic plan vision that was assembled by ACCT. Mr. Troy reported that he will serve on the national board for the ACCT. Mr. Andrews stated that she was proud of Mr. Troy and said that he had a voice for Bladen Community College.

Unfinished Business:

There was no unfinished business.

Ms. Smith thanked everyone for their service to the college.

At 7:46 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 Mr. Beatty.

Dennis Troy, Chairman

William Findt, Secretary