

Bladen Community College
BOARD OF TRUSTEES MEETING
Minutes of November 19, 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; Aaron Cox; Crystal Dowd; ReGena Gilliam; Joy Grady; Tiina Mundy; Emily M. Williams, Reporter, *The Bladen Journal*; and Missi Hester, recorder.

At 6:01 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. There were none.

Frank Gemma gave a prayer.

Joseph Rozier thanked the Board and the College for the sympathy shown due to the passing of his mother.

Ms. Hester called the roll.

Adoption of Agenda:

Mr. Troy presented the meeting agenda for Tuesday, November 19, 2019 for review and approval. Mr. Petteway made the motion to accept the meeting agenda as presented. The motion was seconded by Mr. Hammond and carried unanimously.

Consent Agenda for Action Items:

The consent agenda was presented by Mr. Troy. Action items for the November 19, 2019 meeting included Item 3.01 Approval of the minutes for the September 24, 2019 meeting and Item 3.02 Approval of the College Mission Statement. Mr. Troy asked if any member of the Board felt as though either action item needed to be moved to the regular agenda for further discussion and the Board came to the consensus that the items did not need further discussion. The consent agenda for the November 19, 2019 meeting was approved with a motion by Mr. Britt and a second by Ms. Andrews. The motion carried.

Student Government Report:

Student Government Association president Erin Groves provided the report for SGA. Ms. Groves stated that she began taking courses at BCC during her junior year of high school. She earned a college transfer associates degree from the College and is currently enrolled in the cosmetology program. Ms. Groves told the Board that she chose BCC because of the positive comments that she had heard regarding the cosmetology program.

Ms. Groves reported that the SGA is currently holding a coat drive and a drive to collect hygiene products. She stated that the items collected will benefit Bladen County residents. She also stated that a blood drive that is being sponsored by Cape Fear Valley Healthcare System has been rescheduled for Monday, December 2, 9:00 a.m. to 2:00 p.m. Ms. Groves encouraged the group to participate if possible. Ms. Groves told the Board that the SGA will be participating in upcoming Christmas parades scheduled to be held in Elizabethtown and Bladenboro.

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

Faculty Senate Report:

Re Gena Gilliam, faculty senate chair, stated that she had previously announced that she and Felisa Williams attended a seminar held at Wake Technical Community College on September 18 titled “Engaging and Supporting Underprepared Students.” As a follow-up to the seminar participants were given the opportunity to complete an assignment by implementing strategies in the classroom that were learned at the seminar. Ms. Gilliam stated that she and Ms. Williams submitted their results and had received badges for their participation.

Ms. Gilliam informed the Board that BCC instructor Cliff Tyndall provided the annual North Carolina Ghost Stories program in the College auditorium on October 31 and the faculty senate sponsored a Trick or Treat event in the lobby on the same day. Employees from different areas of the College participated in the event by competing in a Halloween themed table decorating contest. Ms. Gilliam informed the Board that the Cosmetology department had won the contest. She reported that The Eagle’s Nest, the College food pantry, is providing 15 Thanksgiving dinners for students who have expressed a need in this area.

Ms. Gilliam stated that the faculty senate will be hosting a bagel breakfast on January 14 beginning at 8:00 a.m. in The Eagle’s Nest. She invited the Board to attend.

Staff Council Report:

Aaron Cox, chair of the staff council, introduced himself to the Board. Mr. Cox works as the bookstore accountant/central services manager. Mr. Cox stated that the staff council has just recently formed and has held its’ first meeting. A second meeting has been scheduled for Wednesday, January 8, 2020. Mr. Cox reported that an agenda for the upcoming meeting

includes information regarding the old business discussion during the previous meeting. Agenda items to be voted on include the staff council constitution and by-laws and the 2020 summer schedule. New business information to be shared during the January meeting includes the meeting date preference of attendees and the possibility of providing staff council scholarships to students. Mr. Cox stated that the staff council intends to sponsor events to help fund the scholarships. A Christmas dinner for the staff council is being discussed as well as altering the holiday vacation dates. Ms. Cox reported that electronic travel forms, food truck vendors, and election of officers for the 2020-2021 year will be discussed during the upcoming meeting.

Bladen Community College Foundation Report:

No report was provided for the foundation.

Academic and Student Affairs Committee Report:

Jeff Kornegay reported on college grants received for the 2018-2019. Mr. Kornegay stated that the North Carolina Community College Grant decreased by approximately \$8,000 due to a change in the formula used to determine the amount to be received. The North Carolina Education Lottery Grant increased approximately \$10,000 due to the same reason. Mr. Kornegay told the Board that the Perkins Career and Technical Education Grant increased by \$17,000 because of an increase in enrollment in career and technical education courses at the College. He stated that the College will no longer be receiving the Minority Male Success Initiative Grant for the 2019-2020. During the previous year, the College received this grant in the amount of \$17,234. Mr. Kornegay stated that new grants that the College received were the Finish Line Grant and the Hurricane Florence Emergency Grant.

Mr. Kornegay reviewed with the Board the construction grants received for the STEM building and the Workforce Development building. In total, the College received approximately \$1,860,000 from various sources for the construction of the STEM building and \$6.4 million from the Connect NC bond for the construction of the Workforce Development building. Mr. Kornegay reported that grants received for 2018-2019 totaled \$8,839,227.

There were no questions regarding the grants received by the College for the 2018-2019 year.

Building/Facilities/Grounds Committee Report:

Jay Stanley reported on the Workforce Development and STEM/advanced manufacturing buildings. Mr. Stanley stated that the Workforce Development building project began on August 8, 2018 and the completion deadline for the project is October 10, 2019. During the previous meeting, Mr. Stanley reported the project as being eighty-seven percent complete. To date, ninety-five percent of the work has been completed. Mr. Stanley stated that eleven changes have been approved since the project began for an approximate amount of \$94,569. He reviewed with the

Board the two most recent change orders that have been approved since the previous meeting in September.

Mr. Stanley provided an update on the STEM/Advanced Manufacturing building project. He stated that the project began on October 8, 2018. Ninety-nine percent of the work has been completed and five change orders have been approved to date in the amount of \$212,838.

Mr. Stanley stated that the parking lot expansion was delayed due to weather. He told the Board a meeting with the State Construction Office (SCO) is scheduled for November 20, 2019 and the required inspections from various organizations are forthcoming.

Fiscal Affairs Committee Report:

Mr. Stanley provided the College's first quarter financial reports consisting of the state, county, and institutional funds for the period ending October 31, 2019. Mr. Stanley reviewed the state, county, and institutional budgets with the Board. He reminded the Board that since a budget for fiscal year 2019-2020 had not been enacted into law an operating budget was approved during the August 2019 board meeting in the amount of \$10,150,191. This figure includes parity funding. Mr. Stanley stated that this figure was based on the budget for the previous year. In September, the North Carolina Community College System (NCCCS) adopted a baseline budget in the amount of \$10,107,422. Mr. Stanley reported that Governor Cooper has since signed into law an operating budget that the State Board will receive on December 11th. The College will receive its' budget on December 12. Mr. Stanley reported that the College has been encouraged to hold back .5% of the state budget in the event of a state reversion in 2020. Mr. Stanley reported that the College has received 29.86% of the county budget. Mr. Stanley reported the current unrestricted institutional fund balance as of October 31, 2019, was \$312,403. Mr. Stanley reported the total proprietary fund balance as \$952,760. Mr. Stanley reported that the total institutional fund balance as of October 31, 2019, was \$1,315,405. He stated that the budgets are reviewed monthly and that they are in good order. Mr. Stanley stated that the approved budget does not include employee salary increases at this time.

Mr. Stanley presented the College's capital needs for the 2020-21 to 2024-25 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. The improvement plan is listed by order of need. Mr. Stanley noted that the first priority listed is the renovation of building 2 and building 20.

Mr. Petteway moved to approve the college capital improvement plan worksheet as presented. Mr. Britt seconded the motion and it passed unanimously.

Mr. Petteway reported on the foundation investments. He stated that the College currently has \$1,393,000 invested with Morgan Stanley as of November 19, 2019. Of that amount, approximately \$203,000 has been invested in a money market account and approximately \$797,624 has been invested in various conservative investments.

Personnel Committee Report:

No report was given for the personnel committee.

President's Report:

Dr. Amanda Lee began the report by stating that the College has received a budget for the 2019-2020 fiscal year. Dr. Lee further stated that North Carolina community colleges are the only state agencies that have received a budget. She informed the Board that Governor Cooper vetoed the Bill that would have allowed for a one percent increase in employee salaries because he wanted a higher percentage for salaries.

Dr. Lee told the Board that curriculum enrollment for the spring 2020 semester looks solid. Continuing Education enrollment has dipped slightly due to Hurricane Florence and a recent personnel change. She stated that the Board will receive updates regarding registration in both of these areas.

Brian Campbell shared with the Board a concept that he is currently establishing regarding the need to connect businesses with the school system to create pathways to jobs for students. Mr. Campbell will share more information with the Board at a later date.

Dr. Lee reported that BCC instructors Mr. Robert Villegas and Mr. Tim Marshburn have participated in professional development opportunities through the World View program at the University of North Carolina at Chapel Hill. The program equips educators with global knowledge, best practices and resources to prepare students to engage in our interconnected and diverse world. Dr. Lee stated that Mr. Villegas attended a symposium in Costa Rica and Mr. Marshburn completed the leadership program during the summer.

Dr. Lee told the Board that the college is currently working with Bladen County Schools and Emereau School to develop a request for proposal (RFP) to assess possible security issues.

Dr. Lee provided information regarding a job fair that was recently held in the hopes of attracting an IT company to the area. She stated that she appreciated the work completed by both community and college personnel. Dr. Lee reported that the job fair was organized in just six days and was very well attended by the community. Unfortunately, the IT company selected a location in South Carolina.

Old Business:

There was no old business.

New Business:

There was no new business.

Unfinished Business:

There was no unfinished business.

At 7:32 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. Britt. Motion carried.

Dennis Troy, Chairman

Amanda Lee, Secretary