

**CCC and TI Board of Trustees and Caldwell County Commissioners
Virtual/Telephonic Joint Meeting
Minutes**

Tuesday, February 16, 2021

ROLL CALL

Presiding

In-person Larry W. Taylor- Chairman

Participating

Virtually (TEAMS) Jerry T. Church, Alvin W. Daughtride, Bill Stone, James E. Sponenberg, Thomas L. Thuss, Joel Carroll, William R. Winkler

Participating

By Call-in Ronald Beane, Wongalee Thomas, Ann E. Smith, Dale Hamby, Meredith Galliher-SGA President

Board members

Absent were Chris Barlowe and Lowell Younce

Commissioners

Participating Randy Church, Mike LaBrose, Donnie Potter, Jeff Branch, and County Manager Stan Kiser

Others

Participating Dr. Mark Poarch-President, Randy Ledford, Donnie Bassinger, David Holman, Dena Holman, Susan Wooten, Mark Howell, Donna Church, Edward Terry, Garrett Stell- News Topic

The CCC&TI Board of Trustees met telephonically/virtually and in-person in joint session with the Caldwell County Commissioners on Tuesday, February 16, 2021 at 11:30 a.m.

Chairman Taylor called the meeting to order and asked Trustee Alvin Daughtride to give the Invocation.

ETHICS

STATEMENT

Trustee Jim Sponenberg was asked to review the following Ethics Statement with members of the board:

In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearance of conflicts. Does any Board member have any known conflict of interest or appearance of conflicts with respect to any matters coming before the Board today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matters involved. (N.C.G.S. 138A-15(e))

INTRODCUTIONS

The Caldwell County Commissioners and Board of Trustees were introduced. Randy Church announced that the property taxes have been sent out and were reevaluated for this year and there will be an increase. Eight years ago, was the last time property was evaluated. There will be a 15-20% increase this year in personal property taxes and an 8% increase in commercial property taxes. He announced they will begin working on the community college budget beginning July 1, 2021. Mr. Church further stated that they had received a letter from the state concerning how much reserves are being used. Mr. Church announced that they are talking to architects about repairs to the animal control facility, but the repairs depend on funding. The Commissioners also received Cares Act money. But as a whole, the county is doing well. We are battling to get vaccines out to the public. The county has administered up to 400 vaccines a day and are only getting 400 doses a week, when we could probably administer 2000 per week. He informed the board that he spoke with the health department and some of the vaccines are coming from Texas, so the weather may delay the shipments.

County Manager, Stan Kiser informed the board that the budget has gone out to the department heads. They also received bids on Collettsville Water Tank but they all came in too high, so they are trying to work on this bid.

Dr. Poarch thanked the commissioners for their continued support including appointing four board members to the CCC&TI Board of Trustees. He informed those present that we have been able to successfully navigate the challenges to Covid, and the college has been open. He also informed those present that we have students helping with the vaccination process. They are helping to administer the vaccines and we are very proud of that. Many community colleges in NC are struggling. We are 1 of 3 community colleges that is projected to have an increase in the budget. We are stable, strong and continuing to work and help students. He provided pictures of the two building projects we currently have going on. One is the "Paul Broyhill Center for Advanced Technologies" and the second is the Lineman facility. The linemen facility has a lab area with a cut-out inside the building to be able to set poles inside during bad weather. We are also in the process of expanding our welding and pharmaceutical lab. There is a lot happening at the college and we are proud of where we are and that we are here and open.

Randy Church thanked all those that helped the nursing staff at the health department administer vaccines. Because of the community college staff, the job was much easier.

Dr. Poarch announced that our Nursing program received ranking from the Registered Nursing Organization and the CCC&TI Nursing program is ranked third in the state of North Carolina. For example, Duke University is ranked 15. We are happy to contribute to the community wide effort for the vaccines.

MINUTES

A motion was Jerry Church and seconded by Ann Smith to approve the January 2021 Meeting Minutes (**Attachment A**) as presented. After a roll-call vote to approve the Minutes, the twelve board members participating in the meeting voted to approve the Minutes as presented. The motion carried with twelve approving votes.

COMMITTEE REPORTS

Executive Committee: No report

Athletics Committee:

Committee Chairman Tom Thuss turned the floor over to Dr. Poarch for the report. Dr. Poarch informed the board that the athletics schedule is unstable right now, but we are trying to work out the schedule for the outdoor sports to allow possibly 100 fans as we move forward.

Building and Grounds Committee:

Committee Chairman Bill Stone presented a handout with updates on the Lineman Facility and the Clean Room project. Bids are now coming in for the construction of the Clean Room in J Building.

Curriculum Committee: No report

Finance Committee:

Committee Chairman Jerry Church, made a motion to approve the following 3 items:

Gifts to the Institution in the amount of \$1,500 as presented in (**Attachment B**), Interim Financial Summary Report for January 2021 as shown in **Attachment B-1**, and the State Budget Transfers from January 1-31, 2021 (**Attachment B-2**). After a roll-call vote to approve Attachment B, B-1 and B-2, the twelve board members participating in the meeting voted to approve the attachments as presented. The motion carried with twelve votes approving the motion.

Personnel Committee:

Committee Chairperson, Wongalee Thomas presented, for information purposes, the following employments, resignations and retirements: The employment of Lindsay Runion, Full-time Clinical Coordinator/Instructor Radiography Program (**Attachment C**);

Employment of Nancy Wallace, Full-time Practical Nursing Instructor-Watauga (**Attachment C-1**); Retirement/Resignation of Kelly Greene, Full-time Director, Business Programs (**Attachment C-2**); Retirement/Resignation of Marcia Potts, Full-time Accountant, Finance & Admin. (**Attachment C-3**); and the Retirement/Resignation of Jane Arendas, Full-time Clinical Coordinator (**Attachment C-4**).

Policy and Legislative Committee; No report.

SGA REPORT

SGA President Meredythe Galliher presented the following SGA Report:

In February, SGA highlighted the CTE programs for Career and Technical Education month. Each week during the month, they had a video and scavenger hunt type quiz for students, which also included the high school students through the transition advisors. The programs already highlighted are Automotive Systems Technology and Mechatronics. Automotive had 25 participants, 20% of which were high school students and Mechatronics had 12 participants, 50% of which were high school students. This week SGA highlighted Biopharmaceutical Technology and the last week of the month will highlight Industrial Systems Technology-Machining.

Valentine activities were set up for February 8-12th. On the Caldwell campus, SGA gave away 85 valentine cards, raised \$330 by selling meat sticks and also gave away self-care bags. On the Watauga campus, SGA gave away 40 cards, raised \$58 from candy sales. The total raised for SGA's Foundation fundraiser this year is \$1,363.

SGA will hold a valentine photo contest called Show the Love. The event will begin on Feb. 15 and end on Feb.26, and will also host a Netflix party for Black History Month.

SGA, on both campuses, have welcomed several new members. Sarah Mclean, Sandra Bowers, and Fabiola Euceda for the Caldwell campus and Kelly Cathcart and Cassidy Calbreath for the Watauga campus.

For the month of March, SGA is planning to hold a poster contest for Women's History Month where the students can create something that highlights their favorite women who have made historical contributions.

SGA will also be hosting two Netflix parties on March 11 and 25. The movies are made by and about women, and the movies they will be showing are Hidden Figures and Suffragettes.

PRESIDENT'S COMMENTS

Dr. Poarch presented, for information, the Civic Center Monthly Report for January 2021 (**Attachment D**) and the Letters, News Articles and Board Highlights (**Attachment M**).

Dr. Poarch announced, for information, he has received the Compliance Review memorandum (**Attachment E**), which was scheduled last year for review, but was pushed out due to Covid. We are on the schedule to have the Compliance Review done this year.

Dr. Poarch presented, for review and approval, the 2021-2022 Academic Calendar (**Attachment F**). The calendar shows we begin fall semester on August 18, with breaks the same as last year, and the fall semester ending on December 9. This will mean the Christmas lunch will be held on Tuesday, December 14. Spring semester will start on January 10 and end on May 3. We will try holding all the 2021 graduation exercises on one day this year. Summer semester will begin on May 16 and run through July 27. One of the board's role with the calendar is to make sure the dates align with all state requirements and that has been done. After a roll call vote to approve the 2021-2022 Academic Calendar, the twelve board members participating in the meeting voted to approve the calendar as presented. The motion carried with twelve votes approving the motion.

Dr. Poarch informed board members that he has received notification that we will receive more money from the Coronavirus Response & Relief Supplemental Appropriations Act (CRRSAA) (**Attachment G**). The money must be spent by December 2022. Some of the funds will be given directly to students and the other will be used for institutional expenditures. We must make sure we are supporting students and the institution in a way that is Covid related. We have used some of the funds already received for the technology infrastructure.

Dr. Poarch presented, for information, the Sound Fiscal and Management Practices/Unexpended Operating Funds and Carry Forward Authority (**Attachment H**). This requires that we have a policy in place that states that the college will demonstrate stewardship of the institution's State financial resources by effectively executing the institutional budget to ensure a percentage of state current operating funds remaining unexpended does not exceed five

percent or five times the system wide percentage whichever is larger. He informed the board that we do have this policy in place.

Dr. Poarch presented, for information, the official memorandum for the Budget Reversion for Fiscal Year 2020 -2021 (**Attachment I**). This is the official notice where the budget call back was received from us and on page 3, it shows the amount of the reversion.

Dr. Poarch reminded board members that he emailed them a copy of the System Legislative Priorities. The priorities include a 5% increase in salary for all faculty and staff. Some legislators are asking about the federal stimulus money, to see if it can be used to fill this gap. He has been in contact with all of our legislators to see if they would like to get together. They are still meeting with people in Raleigh, so maybe we can set something set up with each of them or as a group. Now is the time to engage our legislators. It was suggested that something be set up as a group if possible, at the Civic Center. Dr. Poarch announced that we have a new representative in Watauga, Representative Ray Pickett and he will also touch base with him.

Dr. Poarch presented, for information, the Diagnostic Medical Sonography-Cardiac Accreditation Letter (**Attachment J**). This is the letter regarding Medical Sonography accreditation. The next accreditation for the program is set for 2026, which means our program is in good standing and doesn't need another review for 5 years.

Dr. Poarch presented, for information, the Radiography Accreditation Letter (**Attachment K**). This shows our Radiography program has gone through their accreditation and has been accredited for another 8 years. The next scheduled review of the program will be in 2024.

Dr. Poarch presented the Spring Enrollment Report from 2017 – 2021 (**Attachment L**). Dena Holman announced that we are currently still registering for late start classes. The census is currently down about 15 students, but it looks to be up by end of spring semester. They are currently working with high school transition advisors on registration for fall. Chairman Taylor congratulated all on keeping the enrollment up during this difficult time.

CHAIRMAN'S COMMENTS

Chairman Taylor announced that the 2021 NCACCT Virtual Law/Legislative Seminar for April 21-23, 2021 will be a virtual meeting this year. Trustees were asked to let Donna know if they would like to participate.

Chairman Taylor appointed Ann Smith, Wongalee Thomas, and Dale Hamby to the 2021 Trustee Student Award committee to select a recipient for this award.

Chairman Taylor reminded all board members that their SEI Forms must be done and submitted no later than April 15. The Board was given both an SEI No Change Form (**Attachment N**) and an SEI Long Form (**Attachment O**).

Chairman Taylor presented, for information, the Calendar of Events (**Attachment P**) and future board meeting dates and upcoming events.

All present were asked to let Donna know if they want to continue in the current virtual/telephonic meeting format or meet in person at the Civic Center.

Dr. Poarch announced that he is working with David Jackson in Watauga on a virtual building dedication/ribbon cutting for the new Student Services Center in Watauga. The virtual ribbon cutting will be a 15-20-minute video, but we will do an in-person event as soon as we can.

ADJOURNMENT

There being no further business, the meeting adjourned.

Donna Church, Recording Secretary

Thomas "Tom" L. Thuss, Board Secretary