

# Caldwell Community College and Technical Institute

## Board of Trustees Meeting

Tuesday, April 20, 2021

The CCC&TI Board of Trustees met in regular session, telephonically/virtually/in-person at 11:30 a.m. on Tuesday, April 20, 2021 in Room 206 at the JE Broyhill Civic Center.

### **Those board members participating:**

Larry W. Taylor-Chairman, Jerry T. Church, Alvin W. Daughtridge, Joel W. Carroll, Ronald Beane, William “Bill” Stone, Wongalee Thomas, James E. Sponenberg, Dale Hamby, Thomas L. Thuss, Lowell K. Younce, William R. Winkler, Meredythe Galliher-SGA

### **Those board members absent:**

Ann E. Smith, Chris M. Barlowe

### **CCC&TI Staff and others participating:**

Dr. Mark J. Poarch-President, Randy Ledford, Donnie Bassinger, Mark Howell, Dena Holman, Susan Wooten, David Holman, Donna Church, Edward Terry, Carmen Boone-News Topic and guests: Carmela Tomlinson, Becky Boone, Stephanie Reeves-Academic Excellence Award Winner

Chairman Taylor called the meeting to order and asked Trustee Ron Beane to give the Invocation.

### **ETHICS**

#### **STATEMENT**

Trustee Dale Hamby was asked to review the following Ethics Statement with board members:

*In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflict of interest and appearance of conflict. Does any Board member have any known conflict of interest or appearance of conflict 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 matter involved.(N.C.G.S. 138A-15 (e))*

### **ACADEMIC**

#### **EXCELLENCE AWARD**

#### **PRESENTATION**

Dr. Poarch presented the 2021 Academic Excellence Award to Ms. Stephanie Reeves. Stephanie is a CCC&TI Graduate from our Office Administration Degree program, and she will transfer to ASU once she finishes her second degree. Stephanie spoke to a group of about 60 faculty during the TRIO Deli this semester, she is an active member of the CCC&TI Ambassadors, she volunteered spring of last year with Loaves and Fishes, and did an internship in the human resource department at Blue Ridge Energy. Dr. Poarch presented her with a medallion and a plaque from the system office. Becky Boone announced that they are very proud of her accomplishments. Stephanie thanked Becky Boone for all she has done for her and the other students.

### **SMALL BUSINESS**

#### **CENTER WEBSITE**

## **PRESENTATION**

Ms. Carmela Tomlinson, Director Small Business Center gave an overview and showed a video of the new Small Business Center Website. She informed board members that the Small Business Center has partnered with Supportedly to launch startupcaldwellwatauga.com, a website for entrepreneurs. The website can be accessed 24 hours a day, it provides training on the services at SBC, a community calendar of available workshops, stories from local entrepreneurs. The website was possible because of the JM Belk Endowment Grant. The video showcased Dr. Poarch, Deborah Murray, Carmela Tomlinson, and local business owners. Dr. Poarch announced that the SBC Website will be great for our community. He is very proud it is available to our community.

## **MINUTES**

A motion was made by Jerry Church and seconded by Bill Stone to approve the March meeting Minutes (Attachment A) as presented. The motion carried.

## **COMMITTEE REPORTS**

**Executive Committee:** No report

### **Athletic Committee:**

Committee Chairman Tom Thuss informed board members that the men's basketball season wrapped up last month with region 10 Division 1. They made it to a championship game but fell to Brunswick Community College. Women's basketball finished up and had the player of the year for Region 10. Baseball received first national ranking. They rose to 8<sup>th</sup> position overall. Tom stated that the men and women representing our school do a great job.

### **Building and Grounds Committee:**

Committee Chairman Bill Stone presented the following facilities report:  
**Electrical Lineman Facility:** The classroom/office side of the building is complete, floor is stained, bathrooms complete, doors are hung, ceiling complete, water fountains installed. The furniture delivery is set for Monday, May 26. Pole- Lab side: Duck Sock has been hung for AC, the floor polishing is to be done later this week or possibly the first of next week. The cage is to be installed after the floor polishing. Outside the building: curbs and sidewalks have been poured, parking lots are ready for paving, grading for the grass areas continue, subdrains have been installed in wet areas of the property to aid with getting water to the catch basins. A video was showed of the building. Also, pictures were shared with the board of the Watauga Student Services Center steps leading down to the Occupational Building.

### **Curriculum Committee;**

Committee Chairman Alvin Daughtridge shared the meeting Minutes from the March 16, 2021 Curriculum Committee (**Attachment B**).

### **Finance Committee:**

Committee Chairman Jerry Church made a motion to approve the State Budget Transfers for March 1-31, 2021 as shown in **Attachment C**. The motion carried.

Committee Chairman Jerry Church presented for approval the Interim Financial Summary Report for March 2021 as shown in **Attachment C-1**. The report shows that we are  $\frac{3}{4}$  of the way through the fiscal year. State expenditures are at 67%, and we have used 70% of the county budget. He made a motion to approve the report as presented. The motion carried.

Committee Chairman Jerry Church announced that the Board's Finance Committee met today 4-20-21 and reviewed both the Caldwell Local Budget Request for 2022 (**Attachment C-2**) and the Watauga Local Budget Request for 2022 (**Attachment C-3**). The committee approved to submit the draft requests to the Watauga and Caldwell County Commissioners. Jerry Church made a motion that the draft budgets be submitted as presented. The motion carried.

**Personnel Committee:**

Committee Chairperson Wongalee Thomas presented, for information, the following employments and resignations: the employment of Andria Carlton, Full-time Foundation Assistant (**Attachment D**); the employment of Daniel Moore, Full-time Counselor, Counseling and Disability Services-Watauga (**Attachment D-1**); the employment of George Isaacs, Full-time Technician, Distance Learning Support-Watauga (**Attachment -D-2**); the employment of Natasha Buchanan, Full-time Accountant (**Attachment D-3**), and the resignation of Ricky Ogborn, Full-time Truck Driver Training Instructor (**Attachment D-4**).

**Policy and Legislative Committee:** No report

**SGA  
REPORT**

Since April is women's history month, SGA is holding a poster contest in which the winners will be featured in the April Chronicle. Meredythe announced that SGA attended the N4CSGA Spring Conference on March 26-27, and had the opportunity to participate in several education sections where they learned how to better serve our students. Participated in diversity training.

SGA is hosting the following workshops in April: April 7 is Mindfulness, April 14 is Yoga, April 21 is Meditation, April 28 is Rice Experiment Finale.

The SGA Watauga Campus will host the Picnic Pic-up event April 26 -29, at 11:30am -1pm. Students are invited to stop by the W-460 porch area to grab a picnic lunch and blanket provided by SGA and the Culinary Arts program.

SGA participated in the first annual "Clean Caldwell Day" sponsored by Caldwell County. We had students and staff volunteers join our team, and they all had a lot of fun bonding. CCC&TI volunteers were part of nearly 330

volunteers who removed 441 bags of litter from the roadways and parks in Caldwell County

The Watauga Campus is giving out succulents to students in honor of Earth Day. They ordered 200 for the campus and each student will get two.

SGA Applications are open. The deadline is May 22. Also coming up next week are some Cobra Appreciation days. They will have Blue Moose on campus for free coffee to our students, faculty and staff. SGA will provide graduation gifts for this year's graduating class.

## **PRESIDENT'S COMMENTS**

Dr. Poarch presented for information purposes, the Civic Center Monthly Report for March 2021 (**Attachment E**) and the Letters, News articles and Board Highlights (**Attachment H**).

Dr. Poarch presented the Golden Leaf Foundation, Project Radius approval letter (**Attachment F**). This letter is the approval for the Diesel Mechanics program. He thanked Trustee Alvin Daughtridge and the Curriculum Committee for their work on this program.

Dr. Poarch gave a facilities update. We are continuing to move forward with the pharmaceutical lab. The Clean Room project is scheduled to begin on May 3, 2021. We are moving forward with welding. We will also tour the linemen and advanced technology building after the meeting.

Dr. Poarch gave a Legislative Update. The governor's budget was released a couple of weeks ago. It includes a 7.5% salary increase which will be 5% in year 1 and 2.5% in year two. The governor's budget also has bonus money and bond money for community colleges. The Senate is still working on their budget.

Dr. Poarch gave a Covid Update and discussed Fall Semester Plans. He informed board members that we continue to meet every week with our healthcare partners to make sure we are up-to-date on all health and safety requirements. For fall, we plan on many more face-to-face classes. He informed board members that we held several focus group meetings with students and they want face-to-face classes. We will continue following the advice from our healthcare professionals.

Dr. Poarch presented the FAFSA Frenzy poster (**Attachment G**). This is a catchy marking tool to encourage students to apply for financial aid. There will be prizes for incentives to encourage students to complete the application. The deadline for the application is May 14.

Dr. Poarch informed board members that since we are not having a formal graduation at the Civic Center, we were asked to have an event on the Watauga Campus and the Caldwell campus. We will have an informal graduation event on both campuses this year. Faculty and staff will be wearing their college t-shirts. Caldwell event is scheduled for May 7 from 3-7 pm and the Watauga event is scheduled for May 6 from 6-8 pm.

Dr. Poarch informed board members that we will begin half-days on Fridays beginning the week of May 10. The hours will be 8-12:00 noon and we will keep this Friday schedule through July.

On Tuesday, April 27, Dr. Poarch will be meeting with legislators in Raleigh. He asked for the names of those attending the meetings with him. Those attending are Dr. Poarch, Jerry Church, Bill Stone, Jim Sponenberg and Alvin Daughtride. The group will leave campus for Raleigh at 11:00 a.m. from M Building.

Trustee Jim Sponenberg reminded board members if they have not already done so to please give to the Foundation.

**CHAIRMAN'S  
COMMENTS**

Chairman Taylor distributed the 2021 Presidential Evaluation to all board members (**Blue Folder**). All were asked to fill out the forms and return them to him in the self-addressed, stamped envelope by May 18, 2021.

A draft agenda for the NCACCT Law Seminar, for April 23, 2021 (**Attachment I**) was distributed.

All were reminded if they are interested and want to tour the Electrical Linemen Building and the Paul Broyhill Center for Advanced Technologies after the meeting, they are welcome to ride the college bus or drive.

**ADJOURNMENT**

There being no further business, the meeting adjourned.

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Donna Church, Recording Secretary

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Thomas "Tom" Thuss, Board Secretary