

**Caldwell Community College & Technical Institute Board of Trustees  
Meeting Minutes**

**Friday, March 25, 2022**

The CCC&TI Board of Trustees met in regular session on Friday, March 25, 2022 at 11:30 am in Room 215 at the J.E. Broyhill Civic Center.

**Those board members present were:**

Larry W. Taylor-Chairman, Jerry T. Church, Alvin W. Daughtridge, Wongalee Thomas, James E. Sponenberg, William “Bill” Stone, Ann E. Smith, Joel W. Carroll, Candis S. Hagaman, William R. Winkler, Lowell K. Younce, Brianna Swanson-SGA

**Those board members absent were:**

Ronald Bean, Chris Barlowe, Dale Hamby

**CCC&TI Staff and others present:**

Dr. Mark Poarch-President, Randy Ledford, Donnie Bassinger, David Holman, Dena Holman, Susan Wooten, Mark Howell, Donna Church, Edward Terry, Dawn Fleming-*News Topic*

Chairman Taylor called the meeting to order and asked Trustee Alvin Daughtridge to give the invocation.

**ETHICS  
STATEMENT**

Trustee Billy Ralph Winkler 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)).*

**INTRODUCTIONS**

Edward Terry, Executive Director Community Relations introduced Ms. Dawn Fleming with the Lenoir News Topic. Ms. Fleming is from Catawba County.

**MINUTES**

A motion was made by Ann Smith and seconded by Jerry Church to approve the February Meeting Minutes (**Attachment A**) as presented. The motion carried.

**COMMITTEE**

## REPORTS

**Executive Committee:** No report

### **Athletic Committee:**

Committee Chairman Joel Carroll asked Dena Holman to give an update on our men's basketball team. She announced that our team represented in Region 10 in the national tournament. They represented the institution exceptionally well. Several of our team members received offers. We start this week with Surry Community College. Our softball team is on a 10-game winning streak. We have games scheduled for Saturday and Sunday.

Dr. Poarch announced that our student athletes represented our college very well during the tournament. The host of the tournament told him how respectful our team was and how well they represented this college. He is very proud of them and the way they represented the college. The talent level at the tournament was unbelievable, scouts were everywhere.

Chairman Taylor asked that Dr. Poarch invite the basketball team and their coach to the next board meeting for introductions and lunch.

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

Committee Chairman Bill Stone gave an update on the following:  
Welding Lab: All gas piping and electrical work has been completed and we are waiting for the installation of the ductwork to complete the lab. Pharma Lab: the openings have been cored in the wall and the floor to run the hot and cold water, as well as the drain. We are currently running the pipe for this area. Equipment for the lab will be delivered and installed on April 18, 2022. Once installed, the ductwork will be hung for the fume hoods and the electrical work will be completed. Chairman Stone also announced that the advertisement for Architects for the Watauga addition and the new Health Sciences facilities have been submitted. The interested architectural firms are to submit documents to the college by March 30, if they want to be considered. He also informed the board that Cort will be here Tuesday, March 29 to walk the sewer line at the athletic field.

### **Curriculum Committee:**

Committee Chairman Wongalee Thomas presented the Curriculum Committee Meeting Minutes (**Attachment B**) for February 15, 2022. She explained that during the committee meeting they reviewed updates concerning the health programs and the challenges they are facing.

### **Finance Committee:**

Committee Chairman Jerry Church made a motion to approve the State Budget Transfers from July 1- February 28, 2022 (**Attachment C**) as presented. The motion carried.

Chairman Church made a motion to approve the Interim Financial

Summary Report for February 2022 (**Attachment C-1**) as presented. The motion carried.

Chairman Church presented, for review and approval, the College Budget for Fiscal Year 2021-2022 (DCC 2-1) (**Attachment C-2**). He informed board members that the Finance Committee met on March 23, 2022 to review the budget. He made a motion to approve, on behalf of the Finance Committee, the College Budget for Fiscal Year 2021-2022 as shown in Attachment C-2. The motion carried.

**Personnel Committee:**

Committee Chairman Alvin Daughtride presented, for information, the following employments/retirements and resignations: Retirement/Resignation of Melodie Yancey, Full-time Business Instructor (**Attachment D**); resignation of Kristin Harrison, Full-time, Distance Learning Administrator (**Attachment D-1**); resignation of Cashawn Price, Full-time Financial Aid Technician (**Attachment D-2**); employment of Brittanni Arrowood, Full-time Clinical Coordinator Radiography Program (**Attachment D-3**); employment of Asia Hunt, Full-time Coordinator, Career Services (**Attachment D-4**); employment of Brandon Harmon, Full-time Coordinator, Clinical Services (**Attachment D-5**); employment of Kristin Ring, Full-time Success Coach, TRIO Educational Talent Search (**Attachment D-6**).

**Policy and Legislative Committee:** No report.

**SGA  
REPORT**

Brianna Swanson, SGA President informed the board of the following Events sponsored by SGA: They provided the video “On the Basis of Sex” for students. There were only a few students in attendance but all thought it was a very good movie. April 1-3, 2022, SGA will travel to Raleigh, NC to attend the 4NCSGA Conference. Brianna announced that the Foundation Fund Raiser SGA was sponsoring with the “Build a Bear” was postponed until Easter, due to a supply issue.

Brianna announced that Spring Fling will be held on a couple different days, instead of just one, and the Ambassadors will set up a fund raising table and the proceeds will go to the Foundation. Brianna also announced that SGA elections will be held from April 18-22. They will also hold a Blood Drive in April.

**PRESIDENT’S  
COMMENTS**

Dr. Poarch presented, for information purposes, the Civic Center Monthly Report for February 2022 (**Attachment E**), and Letters, News Articles and Board Highlights (**Attachment N**).

Dr. Poarch presented, for information, a summary of the Environmental Phase I Report from Brett Waters for the property donation on Mt. Herman Road as shown in **Attachment F**. The last line on the last page of the document states that there are no conditions.

Dr. Poarch informed the board that the college donated 222 computers to the Caldwell County Schools (**Attachment G**). We were rotating out our inventory, and when we asked if they needed them they were happy to get them. He informed board members that we have received a “thank you” note from the Caldwell County Schools.

Dr. Poarch presented, for information, the SACSCOC Substantive Change Letter for Preparedness & Mitigation and Response & Recovery as shown in **Attachment H**. This letter is letting us know they approved the closure of two certificates with no students.

Dr. Poarch presented the Emergency Management Ranking as shown in **Attachment I**. This is information regarding our Emergency Management program, which is ranked 6 among two-year colleges. We still have certificate options and an associate option.

Dr. Poarch presented the PN NCLEX scores as shown in **Attachment J**. He announced that our 2021 Practical Nursing graduates had a 100% pass rate for their NCLEX test.

Dr. Poarch presented, for information, the SCIF Grant agreement (**Attachment K**), which are funds for equipment, and the SCIF Grant agreement (**Attachment L**), which are funds that will be used for the new Health Sciences Building. There will be \$11.5 million the first year and another \$11.5 million after July 1. He also presented the SCIF Grant agreement for the Watauga Occupational Training Facility (**Attachment M**), which is \$5,000,000. These funds come directly to the college and don't go through the system office.

Dr. Poarch thanked all of those who participated in the Legislative Breakfast held from 9am-11am on March 25 at the Civic Center. He also thanked Dena Holman for selecting the students that participated in the breakfast. Dr. Poarch really appreciated having them there and appreciated them taking the time to participate. Senator Ballard, Senator Daniel, reps from Blue Ridge Energy, reps from Duke Power and various State Board members as well as faculty and staff attended the meeting.

Dr. Poarch announced that Congressman McHenry was on campus and scheduled to tour a few of our facilities. He toured the Lineman Building and they were testing students on the poles. Congressman McHenry really enjoyed the experience. We will also invite him to attend the ribbon cutting for the Lineman Building on April 27, 2022.

Dr. Poarch distributed a copy of the Legislative Priorities for the system. The handout showed the request for increases in salaries.

Dr. Poarch informed the board that we held the kickoff to the Adult Learner initiative. This is the initiative to reengage students that are 25 years old and over, to provide outreach to them and get them back in class. This will also allow us to connect with those that have never been in our classes. He announced that we have had four different focus groups with adult students that we currently have in classes. We received some great feedback from them concerning our faculty and staff. The students talked about how caring the faculty and staff were.

**CHAIMAN'S  
COMMENTS**

Chairman Taylor reminded those present that their Statement of Economic Interest (SEI) forms are due by April 15, 2022.

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

Chairman Taylor reminded the board that our next meeting will be held on Tuesday, April 19, 2022 instead of the normal Wednesday meeting.

**UFINISHED  
BUSINESS**

Trustee Ann Smith invited everyone to the HUB on Monday, March 28, they will showcase three programs from the college.

Trustee Jim Sponenberg reminded all that if they have not already done so, to please make their donation to the Foundation.

**ADJOURNED**

There being no further business, the meeting adjourned.

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Donna Church, Recording Secretary

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Ann E. Smith, Board Secretary/Treasurer