

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

Tuesday, April 19, 2022

The CCC&TI Board of Trustees met in regular session on Tuesday, April 19, 2022 at 11:30 a.m. at the Civic Center in Room 206.

Those board members present were:

Larry W. Taylor-Chairman, Jerry T. Church, Alvin W. Daughtridge, James E. Sponenberg, Ann E. Smith, William "Bill" Stone, Joel W. Carroll, Candis Hagaman, Lowell Younce, Brianna Swanson-SGA

Those board members absent were:

Ronald Beane, Wongalee Thomas, Chris Barlowe, Dale Hamby, William R. Winkler

CCC&TI Staff and others attending:

Dr. Mark Poarch-President, David Holman, Donnie Bassinger, Susan Wooten, Dena Holman, Mark Howell, Donna Church, Edward Terry

Guests:

Jeff Link-Athletics Director, Jamison McIver-Head Coach, Carlos Dixon- Assistant Coach, Zach Timmons-Assistant Coach, Basketball Team

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

**ETHICS
STATEMENT**

Trustee Joel Carroll 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 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))

INTRODUCTIONS

Dr. Poarch thanked the basketball team members for a job well done. He expressed his appreciation for how well this team represented the college while participating in the tournament in Hutchinson, Kansas. Jeff Link, Athletics Director, introduced Jamison McIver, Head Coach, Carlos Dixon, Assistant Coach and Zach Timmons, Assistant Coach. Jeff thanked Dr. Poarch, Dena Holman and the board for all the support they give the team. Jeff also

informed the board that our Softball team is in the top 20 and is 26-5 on the season. Dr. Poarch thanked Jeff, the coaches and the team for the great job they have done this season, and gave a special recognition to Jamison McIver who was the Atlantic District Basketball Coach of the Year.

Dr. Poarch announced that Lyric Larson was the Academic Excellence Student Award winner for 2022. Lyric is also receiving the Jack Kent Cook Scholarship of \$55,000 to continue her studies. He presented her with a plaque and a medallion from the NC Community College System.

MINUTES

A motion was made by Ann Smith and seconded by Jim Sponenberg to approve the March meeting Minutes (**Attachment A**) as presented. The motion carried.

COMMITTEE REPORTS

Executive Committee: No report

Athletic Committee:

Committee Chairman Joel Carroll announced that the college's softball team is currently 26 and 5. Their next game is against CVCC. Chairman Carroll also informed the board that the net system has been ordered for the volleyball team and they are holding open gym try outs. Chairman Carroll announced that the athletics department has done a superior job this year.

Building and Grounds Committee:

Committee Chairman Bill Stone informed the board that we have received 11 packets from architectural firms interested in building the new health sciences building and the expansion in Watauga. Chairman Stone thanked Dr. Poarch for taking the time to meet with the architects while in Raleigh.

Chairman Stone informed board members that the Building and Grounds Committee met this morning and have selected five architectural firms to interview out of the 11 packets received. He announced the committee is recommending interviewing the following 5 firms: ClarkNexsen Architects, McMillan Pazdan Smith Architects, ADW Architects, LS3P Architects, and Mosely Architects. These five firms will be interviewed over a two-day period on April 28-29, 2022. Lunch will be provided both days. Chairman Stone announced that they hope to have a final recommendation to present to the full board for approval at the May Board meeting. Chairman Stone made a motion to interview the 5 architects discussed. The motion carried.

Chairman Stone informed the board that the welding lab is now complete.

Curriculum Committee: No report

Finance Committee:

Committee Chairman Jerry Church presented, for information, the Finance Committee Meeting Minutes for March 23, 2022 as shown in **Attachment B**.

Committee Chairman Church made a motion to approve the State Budget Transfers for March 1-31, 2022 as shown in Attachment B-1. The motion carried.

Committee Chairman Church made a motion to approve the Interim Financial Summary Report for March 2022 as presented in Attachment B-2. This report shows that we are three quarters of the way through the year and all is in line. The motion carried.

Committee Chairman Jerry Church made a motion to approve the Caldwell Local Budget for 2023 (Attachment B-3) as presented. He informed board members that the back page of the budget shows a 2.5% salary increase or up to \$15 per hour for 2023, whichever is greater. The motion carried

Committee Chairman Church made a motion to approve the Watauga Local Budget for 2023 (Attachment B-4). He informed that board that on page 5 of the budget, there is an insurance increase on the building and we are requesting an additional \$50,000. The motion carried.

Personnel Committee:

Committee Chairman Alvin Daughtridge presented, for information purposes, the following retirements and resignations and employments: the resignation of Brenda Floyd, Full-time Director, Auxiliary Services-Civic Center (**Attachment C**); the resignation/retirement of Barbara Harris, Full-time Dean Health Sciences (**Attachment C-1**); the employment Megan Brehun, Full-time Director, Human Services Technology Program (**Attachment C-2**); Resignation of Jennifer Fisher, Full-time Mathematics Instructor (**Attachment C-3**); the resignation of Dr. Kim Van Wie, Full-time Student Success Coach, Deputy Title IX Coordinator (**Attachment C-4**), and the retirement/resignation of Cindy Beam, Full-time Administrative Assistant, (**Attachment C-5**).

Dr. Poarch announced that recruitment and retention of faculty and staff continues to be a challenge for us. Brenda Floyd has taken a position at Linville Ridge. They sought her out as their event manager. It is also a huge blow to lose Barbara Harris. She has an opportunity to consult with the ophthalmic group so this will give her more flexibility. Jennifer Fisher is making more in ten months, than she was here for twelve months. Kristen Harrison also left to join the School of Science and Math. Dr. Poarch informed the board that he is having conversations about this issue and how we compete.

Policy and Legislative Committee: No report

SGA REPORT

SGA President Brianna Swanson gave the following report: SGA on both Watauga and Caldwell campuses held a blood drive, various clubs will help clean up the Hudson area this Saturday. SGA had a big activity week last week, which takes the place of our Spring Fling days. They received a lot of good feedback about activity week. Currently have SGA elections going on and should know the outcome of the elections soon. The SGA attended the N4CSGA Conference and presented the judges with a hand out. They received Top Campus award. Brianna showed the board the award they were given. SGA offered both virtual and in person gaming sessions for the students.

Dean Holman announced that we have registered over 1,000 students so far for summer semester. Classes begin on May 16, 2022. The eight-week classes start after Memorial Day holiday. We are also registering for fall term and the classes for fall start in August. She also informed the board that the graduation ceremonies changed from the originally three ceremonies that we were planning to do to a ceremony at 1:00 pm and 4:00 p.m. at the Civic Center.

PRESIDENT'S COMMENTS

Dr. Poarch thanked the board for recognizing our basketball team. He also informed board members that we will have over 700 students graduating.

Dr. Poarch presented, for information purposes, the Civic Center Monthly Report for March 2022 (**Attachment D**), and the letters, news articles and board highlights (**Attachment F**).

Dr. Poarch presented the SACSCOC Substantive Change for Emergency Medical Science as shown in **Attachment E**. He reminded them that the Emergency Medical Science Degree was approved, that approval prompts the Substantive Change from SACSCOC for that program.

Dr. Poarch informed the board that he has been in contact with several of the legislators since we met last. There will be a community college day on June 8, 2022 and NCACCP will meet in Raleigh that day. Economic Development members will also be in attendance. We are continuing to focus on the salary issue. They are scheduled to go back into session on May 17.

CHAIRMAN'S COMMENTS

Chairman Taylor announced that the 2022 Presidential Evaluations have been distributed to all board, faculty/staff and community members (**Blue folder**). All were asked to complete the form and return them to Chairman Taylor in the self-addressed, stamped envelope no later than May 18, 2022.

Chairman Taylor asked those that participated to give an update on the NCACCT Meeting that took place March 30-April 1, 2022 in Raleigh.

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

Chairman Taylor reminded the board that the next board meeting will be a joint meeting with the Watauga County Commissioners and the Watauga Board of Education and will be held in the Student Services Center on the Watauga Campus.

**UNFINISHED
BUSINESS**

Architect interviews will be held on April 28-29, 2022 in the Forlines Board Room.

**NEW
BUSINESS**

It was announced that 332 attended the NCACCT Meeting in Raleigh. The next NCACCT meeting will be held on September 7-9, 2022 at the Renaissance in Asheville, NC.

Trustee Jim Sponenberg reminded everyone that if they have not already done so, not to forget to make their contribution to the Foundation.

Dr. Poarch reminded everyone that April 27, 2022 will be the Ribbon Cutting for the Electrical Lineworker building.

ADJOURNMENT

There being no further business, the meeting adjourned.

Donna Church, Recording Secretary

Ann E. Smith, Board Secretary/Treasurer