

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

**Wednesday, January 18, 2023**

The CCC&TI Board of Trustees met in regular session on Wednesday, January 18, 2023 at 11:30 a.m. in the Forlines Board Room (A101).

**Board members present:**

Larry W. Taylor-Chairman, Jerry T. Church-Virtual, Wongalee Thomas, James Sponenberg, William "Bill" Stone, Ann E. Smith, Joel Carroll, Dale Hamby, Candis Hagaman, William R. Winkler, Lowell Younce, Emily Norwood-SGA

**Board members absent:**

Alvin W. Daughtridge, Ronald Beane, Chris Barlowe

**Others participating:**

Dr. Mark J. Poarch-President, Dr. Jason Chaffin, Donnie Bassinger, David Holman, Susan Wooten, Liz Silvers, Ronald Holste, Jennifer Campbell, Donna Church, Edward Terry

Chairman Taylor called the meeting to order and asked Trustee Billy Ralph to give the Invocation.

**ETHICS  
STATEMENT**

Trustee Joel Carroll 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 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:**

Dr. Poarch introduced the following new employees to the board: Emily Cunningham, full-time Compliance Specialist for Institutional Effectiveness; Ann Grogan, full-time Coordinator, Human Resources; and Ronald Holste, full-time Executive Director Watauga Campus

**PROGRAM  
HIGHLIGHT**

Program Director Lucas McGuire gave a program overview for the Electronics Engineering Technology program/Reaching New Heights. He reviewed the high-altitude ballooning project with the board. The project consists of crating a balloon payload carried to space where it collects images along the way. They received a NC Space Grant to fund the project and is a six-month long competition. They have to construct and build the payload. He explained that some things that go into the payload are video images, data, GPS location, radiation levels, orientation and altitude, temperature, barometric pressure and concentration of volatile organic compounds.

## **MINUTES**

A motion was made by Ann Smith and seconded by Lowell Younce to approve the December Meeting Minutes (Attachment A) as presented. The motion carried.

## **COMMITTEE REPORTS**

**Executive Committee:** No report

### **Athletics Committee:**

Committee Chairman Joel Carroll announced that our basketball team is off to a very good start. Our team started 2 and 0 in conference and they play at 6 pm on Friday. Baseball will play a double header on February 4<sup>th</sup>.

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

Committee Chairman Bill Stone presented for information the Building and Grounds Committee meeting Minutes (Attachment B) for December 19, 2022.

Committee Chairman Bill Stone announced that since Chairman Taylor has been part of the institution, he has not only been a board member for over thirty years, but has slowly opened doors for athletic achievement. Considering all of the contributions that he has made to both the institution and community; the Building and Grounds Committee would like to recommend that our new athletic field be named after our Board Chairman Larry Taylor. Bill Stone made a motion on behalf of the committee that the field be named "Larry W. Taylor Intramural Sports Field." Joel Carroll seconded the motion. The motion carried.

Committee Chairman Bill Stone informed board members that in their packets they have a rental agreement (Attachment B-01) for the Watauga Student Services Center commons area. Dr. Poarch announced that we have had request to rent the large commons area within the Watauga Student Services Center. He informed board members that we met and tried to model the agreement after the agreement that the Civic Center uses. Access to technology and other items vendors might need are listed on the form. He also informed board members that monies received from the rental will be deposited into a separate budget line set up specifically for the rental. A motion was made by Chairman Stone and seconded by Lowell Younce to approve the agreement as presented. The motion carried.

Chairman Stone announced that they have completed the initial design for the Watauga project. We now have to have the mechanical design approved and once we go to bid, we will be very busy.

Concerning the Health Sciences Building, we are scheduled to meet today with the architects to discuss the size of the building. There is a gas line that runs through that property and it will have to be moved before we can move forward.

Concerning the Athletic Field, we will begin clearcutting the property shortly so we can do the borings on the property. Chairman Stone will make sure everyone is kept informed on all projects.

**Curriculum Committee:** No report

**Finance Committee:**

Committee Chairman Jerry Church made a motion, to accept with gratitude, the Gifts to the Intuition this period in the amount of \$829,238.23 (Attachment C) and In-Kind Gift Donation from Energy United Electric Membership Corporation as shown in Attachment C-3. The motion carried.

Committee Chairman Jerry Church made a motion to approve the State Budget Transfers from December 1-31, 2022 (Attachment C-1), which shows two additions for training and recruitment/retention. The motion carried.

Chairman Church made a motion to approve the Interim Financial Summary Report for December 2022 (Attachment C-2) as presented. The report shows that we are halfway through the year and all line items are in order. The motion carried.

**Personnel Committee:**

In the absences of Committee Chairman Alvin Daughtridge, Trustee Lowell Younce gave the Personnel Committee report. Lowell Younce reported for information purposes, the following employments/resignations: employment of Ann Grogan, Full-time Human Resource Coordinator (**Attachment D**); employment of Ronald Holste, Full-time Executive Director Watauga Campus (**Attachment D-2**); employment of Abraham Williams, Full-time Technical Assistant, LRC (**Attachment D-3**); employment of Jacob Huskey, Full-time Automotive Systems Technology Instructor (**Attachment D-4**); employment of Lucas Ekard, Full-time (**Attachment D-5**), and the resignation of Frank Pait, Full-time Head Baseball Coach (**Attachment D-1**).

**Policy and Legislative Committee:** No Report

**SGA  
REPORT**

President of SGA Emily Norwood announced that they have decided that Spring Fling will be held on April 17 and will be collecting food for the food panty from April 17-21, 2023.

Vice President Student Services, Dena Holman announced that we are seven days into the spring semester and things are going well. Enrollment is at 3,441 which is up 50 students from this time last year.

**PRESIDENT'S  
COMMENTS**

Dr. Poarch announced that we are off to a great start for the spring semester. We are in a much better position than some other institutions that are having to cut their budgets. We have a lot of different ways to meet the needs of our students with hybrid and on-line courses. What Lucas McGuire shared during the program highlight shows what our faculty are doing.

Dr. Poarch presented, for information, the Civic Center Monthly Report

for December 2022 (Attachment E), and Letters, News Articles and Board Highlights (Attachment M).

Dr. Poarch shared a Student Thank You Letter as shown in Attachment F.

Dr. Poarch presented to the board, the Student Athlete's GPA Data for Fall 2022 (Attachment G). He expressed how proud he is of our athletes. The attachment shows that they have an average GPA above 3.0. Three made the Deans list and 14 made the President's List. Our student athletes are enhancing our enrollment, they are getting it done in the classroom and on the court/field. Twenty-six graduated with degrees last year and several went on to universities. We have close to 100 athletes and they appreciate the board's support.

Dr. Poarch presented the Fall Adult Learner Retention as shown in Attachment H. This chart shows retention numbers for fall 2022, which shows 728 students are staying in class.

Dr. Poarch presented the Fall 2022 Santa Session Success Rates (Attachment I). We tried something new with a four-week winter session that started December 5<sup>th</sup> and ended in January. We had 59 students enrolled and 85% of those 59 were successful. They were all on-line courses and on-line support was provided. People volunteered to work during the break to provide the classes.

Dr. Poarch presented Truck Driver student data as shown in Attachment J. The data shows that we stretch across many institutions across North Carolina and it compares to two prior years. We had 134 students complete the class in Hudson, 40 completed in Gaston, 10 at Halifax, 14 at Isothermal, and 49 at Rowan Cabarrus. This has had a tremendous impact on economy, both here and in other communities.

Dr. Poarch announced that we have finally gotten the deed to the Mt. Herman Property Acquisition (Attachment K). The owner finally paid the taxes that were owed. Attachment K shows two parcels of land behind Arby's. Trustees now own the property.

Dr. Poarch presented for information, the Gene Haas Foundation Scholarship Grant (Attachment L). This is a \$14,000 award and can be used with for the Skills USA.

Dr. Poarch announced that he has reached out to Senator Proctor and Senator Hise to invite them to tour our campus and he will let the board know when they will be on campus. He looks forward to meeting with them.

Dr. Poarch announced that the NCCCS Presidential Search information has been released but it does not have a deadline for submission of the application but does have a start date of May 31, 2023. A doctorate degree is preferred but others with outstanding success are also encouraged to apply.

Jerry Church announced that the Town of Granite Falls has hired two of our BLET Graduates. There were 10 graduates.

**COMMENTS**

Chairman Taylor presented, for information, the Calendar of Events (Attachment N) and Future Board Meeting Dates and upcoming events. All were encouraged to attend as many events as possible.

It was noted that due to a conflict on the regular board meeting date of Wednesday, Feb. 15, the February Board meeting will change to Thursday, February 16, 2023.

**ADJOURNMENT**

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