

CCC and TI Board of Trustees Meeting Minutes

Wednesday, September 20, 2023

The CCC&TI Board of Trustees met in regular session on Wednesday, September 20, 2023 at 11:30 a.m. in the Forlines Boardroom.

Board members present were:

Larry W. Taylor, Alvin W. Daughtridge, Wongalee Thomas, James E. Sponenberg, William “Bill” Stone, Christopher Barlowe, Ann E. Smith, Joel Carroll, Candis Hagaman, Lowell Younce, William R. Winkler,

Board members absent were:

Jerry T. Church, Ronald Beane, Dale Hamby, Katelynn Hollar-SGA

CCC&TI Staff and others present were:

Dr. Mark Poarch-President, Dr. Jason Chaffin, Donnie Bassinger, David Holman, Dr. Dena Holman, Susan Wooten, Liz Silvers, Marla Christie, Amy Bowman, Donna Church

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

**ETHICS
STATEMENT**

Trustee Lowell Younce was asked to review the following Ethics Statement:

In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances 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)

INTRODUCTIONS

The following new employees were introduced to the Board: Lydia Semo, full-time Biology Instructor, Rashelle Penley, full-time Chief Financial Officer, Jackie Woodruff, full-time Director, Branding and Marketing, Macie King, full-time Coordinator, Institutional Effectiveness, and Steve Roberts, full-time Biopharmaceutical Technology.

Chairman Taylor announced that this is David Holman's last Board meeting because he is retiring this month. Chairman Taylor thanked him for a job well done.

FOUNDATION UPDATE

Marla Christie, Executive Director of the Foundation provided a year in review about the Foundation. Marla has been with the college for 28 years. Some of the functions the Foundation supports include, but are not limited to, athletics, Dream Awards, student scholarships, faculty mentoring, student aid, and academic support. The goal this year for the Annual Fund Drive was \$405,000, but they raised \$632,252. She announced that last year the Foundation gave out 861 student scholarships. The other colleges in our area gave out just over 100 scholarships. They distributed 41 Dream Awards to sixth graders. The Foundation doesn't just raise the money for the scholarships, they also manage the funds. The Foundation funds also support mini-grants for faculty and staff to help promote classes and other activities on campus for up to \$3,000. Marla informed the Board that the Foundation also hosted a Watauga Business After Hours event, which had a great turnout. Events such as the Watauga Business After Hours help foster stronger partnerships, as well as help develop more partnerships. Other activities supported through the Foundation are the EM Dudley Award, Cobra Cares Award, the Alumni Association, and the Adult Learner Initiative. The Foundation has also agreed to help purchase a new donor board that will be placed in the hallway in A Building. Pictures of the donor board were shared with the Board.

MINUTES

A motion was made by Ann Smith and seconded by Candis Hagaman to approve the August meeting Minutes (**Attachment A**) as presented. The motion carried.

COMMITTEE REPORTS

Executive Committee: No report

Athletics Committee:

Committee Chairman Joel Carrol announced that Sandhills Community College is ranked number 13 in the nation, and our volleyball team beat them in three straight games, which has never been done before. The next home game is October 3. The home softball games will start in February and will be played at the Optimist Park in Hudson. He announced that the Golf forms for the college Golf Tournament is in their packets and will be held on October 13.

Building and Grounds Committee:

Chairman Bill Stone presented renditions of the Gateway Sign that the City of Lenoir will be constructing. Committee Chairman Bill Stone informed the committee that the City of Lenoir has asked for CCC&TI to grant an Easement (**Attachment B**) to the Broyhill House property that will allow them to put up a Gateway Sign. The Easement is to grant access to the City of Lenoir to come in from the top side of the Broyhill House property so that they will not interfere with traffic while installing the Gateway Sign. Pictures of the sign were shown to the Board. The Easement consists of .035 acres. A motion was made by Chairman Stone on behalf of the Building and Grounds Committee to approve the easement with the stipulation that the City of Lenoir repair any area disturbed. The motion carried.

Committee Chairman Bill Stone presented the Watauga Campus Occupational Training Addition Bids (**Attachment B-1**). Bids were received from Greene Construction, Inc., JM Cope Inc., Wilkie Construction Co., and Hickory Construction Co. Chairman Stone announced that the low bidder for the project was Hickory Construction Co., at a bid of \$4,378,000. A motion was made by Chairman Stone on behalf of the committee, to approve Hickory Construction Co. for the addition to the college's Watauga Occupational Training Facility project, and the new amount of \$5,445,740 that will be on the amended 3-1 Form. The motion carried.

Chairman Stone announced that the construction will begin on the Larry Taylor Intermural Sports Field in October.

Dr. Poarch announced that both Duke Power and Blue Ridge Energy want us to start a substation program, in which the college will train people to service the substation. We received \$425,000 from the state for high-cost startup funds, and we will use this money for the substation program.

Chairman Stone announced that the State is finally going to pass a budget. In the budget there is \$39,000,000 earmarked for CCC&TI. It will be delivered in two parts; we will receive \$9,000,000 this year and \$30,000,000 the second year.

Curriculum Committee: No report

Finance Committee:

In the absence of Committee Chairman Jerry Church, Trustee Ann Smith gave the Finance Committee report.

Ann Smith made a motion to approve the Interim Financial Summary Report for August 2023 (**Attachment C**). The motion carried.

Ann Smith made a motion to accept with gratitude, the In-Kind Gift Donation from Colors Edge Paint (**Attachment C-1**), and the In-Kind Gift Donation from Vanguard Truck Centers (**Attachment C-2**). The motion carried.

Personnel Committee:

Committee Chairman Alvin Daughtridge presented for information the following employments and resignations: Employment of Steve Roberts, Full-time Instructor Biopharmaceutical Technology (**Attachment D**); employment Paige Hinds, Full-time Financial Aid Counselor (**Attachment D-1**); employment of Macie King, Full-time Coordinator, Institutional Effectiveness (**Attachment D-2**); resignation of Caridad Smith, Full-time Director, Biopharmaceutical Technology (**Attachment D-3**); resignation of Jared Mahala, Full-time Facilities Operations Worker (**Attachment D-4**); resignation of Michael Frye, Full-time Courier (**Attachment D-5**); and the resignation of Daniel Moore, Full-time Counselor, Counseling and Disability Services (**Attachment D-6**).

Policy and Legislative Committee:

For information purposes, the Policy and Legislative Committee Meeting Minutes for August 16, 2023 were presented as shown in **Attachment E**.

**SGA
REPORT**

Dr. Holman informed the board that SGA is very busy doing community service and resource outreach. Students are engaged and very excited.

**PRESIDENT'S
COMMENTS**

Dr. Poarch presented, for information purposes, the Civic Center Monthly Report for August 2023 (**Attachment F**), and Letters, news articles and Board highlights (**Attachment L**).

Dr. Poarch announced that we have been approved for a Cyber Security Grant as shown in **Attachment G**. The grant amount is \$92,222 and must be used within Dec. 1, 2022 to February 28, 2026. Susan Wooten informed the Board that this will give us another layer of protection when dealing with cyber security. Dr. Poarch informed the Board that we are spending a lot of time and money to make sure our institution is secure. This is another example of applying for grants to help us take care of some of the things we need to do at the college.

Dr. Poarch presented to the Board the Summer FTE Report (**Attachment H**). This is what drives our budget. The chart shows the increase or decrease in FTE from year to year. We are up 14 FTE over all.

Dr. Poarch presented, for information, the Fall 2023 Enrollment Report (**Attachment I**). This is the official report with our census data information. Fall of 2023, both campuses saw a slight increase in enrollment. We are up 7 new students from last year. Hispanic enrollment has also increased. We currently have 18% of our high school graduates coming to us directly after graduating, but this is down from 24%. The high school graduate enrollment is something we continue to work on.

Dr. Poarch presented, for information purposes, the 2021-2022 Single Audit Report (**Attachment J**). He informed them that this is a single audit report for the state by the Department of Education of all community colleges and universities financial aid.

For information purposes, Dr. Poarch presented the ASU Equipment transfer letter (**Attachment K**). ASU purchased some equipment and office furniture for the Faye A. Broyhill Building (H Building) and this shows that the equipment and furniture have been transferred to the college.

Dr. Poarch announced that we hope to have a budget by the end of the week and it looks like there are good things for community colleges in the budget. One of the best things in the budget was raises for employees which looks like it will be 7% with 4% this year and 3% for next year. However, there is some confusion in the language of board appointments. He agreed to keep everyone updated on the board appointments.

Dr. Poarch informed the Board that every year he gives a gift to the college employees, and he wants to also extend that to Board members. The gift is a throw imprinted with the college logo.

Trustee Lowell Younce commended Trustee Wongalee Thomas on her new book "Separated by Oceans but Connected by Love". All were encouraged to read the book, if they have not already done so.

**CHAIRMAN'S
COMMENTS**

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

Chairman Taylor announced that the next volleyball game will be held on October 3rd, and all were encouraged to attend.

Since Dr. Poarch needs to be at the NCACCP Meeting in Raleigh on Wednesday, October 18, all agreed to move the October Board meeting to Tuesday, October 17 at 12:00 noon. This will be a joint meeting with the Caldwell County Commissioners and the Caldwell County Board of Education.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Donna Church, Recording Secretary

Ann E. Smith, Board Secretary/Treasurer