

**Caldwell Community College and Technical Institute
Board of Trustees Regular Meeting Minutes
Tuesday, February 20, 2024**

The Caldwell Community College and Technical Institute Board of Trustees met in regular session on Tuesday, February 20, 2024 at 11:30 a.m. in the Forlines Boardroom

Board Members present:

Larry Taylor-Chairman, Jerry Church, Alvin Daughtride, Wongalee Thomas, James Bradshaw, Dale Hamby, Bill Stone, Joel Carroll, William R. Winkler, Candis Hagaman, Ann Smith, Lowell Younce, Katelynn Hollar–SGA President

Board Members absent:

Jim Sponenberg, Chris Barlowe

CCC&TI Staff and others present:

Dr. Mark Poarch-President, Dr. Jason Chaffin, Donnie Bassinger, Dr. Dena Holman, Rashelle Penley, Amy Bowman, Susan Wooten, Liz Silvers, Lauren Saunders, Marla Christie, Christina Bryant, Ann Wright, Ronald Holste, Dr. Martin Hubner

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

ETHICS STATEMENT

Trustee Dale Hamby reviewed 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 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 (e))*

INTRODUCTIONS

The following new employees were introduced to the Board: Lora Winebarger, Full-time Technician, College Stores, Watauga; Miao Wang, Full-time Software Development & Artificial Intelligence Instructor; Laura Bennet, Full-time Instructional Specialist, CEWD; and Gregrey Taylor, Full-time Business & Industry Liaison, Watauga.

Representative Destin Hall

Dr. Poarch welcomed Representative Destin Hall to the meeting and thanked him for all he does for Caldwell County and for North Carolina. Dr. Poarch told Representative Hall the money for the new Health Sciences Building is a game changer as we prepare the next generation of health care workers. Dr. Poarch thanked him for all he does in the General Assembly, for Caldwell County, and for CCC&TI.

Representative Destin Hall thanked the board members and Dr. Poarch for inviting him to join them today. Representative Hall said he's still working hard. He spends a lot of time traveling from place to place spending time with various different entities that want to show him what they are doing. It's given him some context for how great we have it here in Caldwell County. There's a lot of businesses moving and a lot of things happening on the 321 corridors from Gastonia to Boone. CCC&TI is in a great location. Representative Hall said he's been in the State House for about 7 years. He knows how important it is that we have active and productive health care here in Caldwell County. Representative Hall said that the new Health Sciences facility is going to be a big deal around here. He said he's thankful the General Assembly was able to get it done. It was a once in a generational type of project, and they are all thrilled that it is going to come to fruition. The Community College System across the state is such an important driver as technology advances, different things are needed. It's so important for our area; it's just as important as the UNC System. Representative Hall said he appreciates the trustees willing to serve on the board, and CCC&TI president, Dr. Poarch, does a wonderful job staying in touch with the General Assembly. He's very well thought of throughout the state. Representative Hall said Dr. Poarch made sure the General Assembly knew what needed to happen to get the funding for the new building. Representative Hall said this is the thing that he's most proud of.

MINUTES

A motion was made by Ann Smith and seconded by Wongalee Thomas 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 men's basketball is currently 23-1 overall. They have won 18 games in a row and are undefeated at home this season. The men's basketball team has won 24 games in a row at home dating back to the 2022 season. They have 5 regular season games remaining. They play Gaston College on Wednesday, February 21st. If they win, they will clinch the top seed for the Region 10 tournament to be held at Catawba Valley Community College March 14-16th. Committee Chairman Carroll announced that softball is currently 6-6 for the season. On Saturday, February 10th, the Cobras beat Pitt Community College 3-0 to earn the program and head coach, Scott Triplett's 100th win. The softball team is now playing home games at the Hudson Optimist Park. On opening day, February 2nd, officials from the college and the Town of Hudson were on hand for the first pitch ceremony in the new

ballpark. Baseball is off to a slow start at 2-7. The Cobras open up Region 10 Division 3 play at Walker Stadium against Virginia Peninsula on Saturday, February 24th.

Building and Grounds Committee:

Committee Chairman Bill Stone presented, for information, the Building and Grounds Committee and the Executive Committee meeting minutes from February 1, 2024 (**Attachment B**).

Committee Chairman Bill Stone announced that the Building and Grounds Committee along with the Executive Committee met with the architects from ClarkNexsen on February 1, 2024 to review our options and discuss the location of the new Health Sciences Building. The architects presented two options: Building Site A and Building Site B (**Attachment B-1**). Building Site B will cost \$1.25 to \$1.5 million dollars more than Building site A, and we will have to move an existing gas line. Committee Chairman Bill Stone announced the committees chose Building Site A to come before the full board for approval, as the location of the new Health Sciences Building. Committee Chairman Bill Stone, on behalf of the Building and Grounds Committee, made a motion to approve Building Site A for the location of the new Health Sciences Building. The motion carried.

Committee Chairman Stone, for information, presented a picture of the new sign for the Larry W. Taylor Intramural Sports Field (**Attachment B-2**). He asked if everyone felt good about the sign design. Joel Carroll asked where it will be located. Donnie Bassinger said the location is to be determined.

Committee Chairman Bill Stone gave a facility update on our three active projects:

Occupational Addition:

The rough grading for the building slab has begun. They expect to install footings and the elevator pit beginning the first week of March.

Athletic Field:

Work continues on the restrooms and final grading before installing the drainage pipes. This facility is going to be a lot larger than we anticipated.

Health Sciences Facility:

Advertising has begun for a Construction at Risk Manager which closes on February 24, 2024. The Construction at Risk Manager communicates with the subcontractors.

Curriculum Committee: No report

Finance Committee:

Committee Chairman Jerry Church made a motion to approve the State Budget Transfers for January 1 through January 31, 2024 (**Attachment C**) as presented. The motion carried.

Committee Chairman Church made a motion to approve the Interim Financial Summary Report for January 2024 (**Attachment C-1**) as presented. The motion carried.

Personnel Committee:

Committee Chairman Alvin Daughtride presented, for information purposes, the following employments and resignations: employment of Jennifer Bower, Full-time Nursing Instructor, Watauga (**Attachment D**); employment of Lora Winebarger, Full-time Technician, College Stores, Watauga (**Attachment D-1**); employment of Gregrey Taylor, Full-time Business & Industry Liaison (**Attachment D-2**); employment of Tony Barlow, Full-time Truck Driver Training Instructor (**Attachment D-3**); employment of Laura Bennett, Full-time Instructional Specialist, CEWD (**Attachment D-4**); employment of Miao Wang, Full-time Software Development & Artificial Intelligence Instructor (**Attachment D-5**); employment of Alison Whisnant, Full-time Cosmetology Instructor (**Attachment D-6**); the retirement of Susie Hutchens, Full-time Director, Testing Services (**Attachment D-7**); the retirement of Gary Wilson, Full-time Webmaster & Application Programmer (**Attachment D-8**); the retirement of Roberta Rice, Full-time Associate Director, Nursing (**Attachment D-9**); and the resignation of Melissa Smith, Full-time Dean, Health Sciences (**Attachment D-10**).

Policy and Legislative Committee:

No report

SGA REPORT

SGA President, Katelynn Hollar, announced that SGA had a Valentine's Day event last week; they gave away 240 animals and the stuffing to stuff them with; students must stuff the animals themselves. Students were given the first one free after that, they were \$5 each. Katelynn said that in honor of Black History Month, SGA is having a Guest Speaker Series; they have scheduled a guest speaker every Thursday for the month of February. They will be going snow tubing in Watauga today. Dr. Dena Holman said snow tubing is what students in Watauga like to do, and they are trying to get those students more involved in SGA activities. Dr. Holman announced we are at 3,514 students for spring semester as of today, and we still have some late start classes. She also announced that the summer and fall schedules will be available beginning March 4th.

Dr. Dena Holman, Vice President of Student Services, and Ann Wright, Director of Financial Aid, gave a Financial Aid update. Dr. Holman announced that the Free Application for Federal Student Aid (FAFSA) is being overhauled as a result of the FAFSA Simplification Act. Dr. Holman said the application had over 100 questions, but will have approximately 40 questions now. She said in the past, some people didn't even attempt to go to college because financial aid was so hard to complete. There are lots of delays with the updated FAFSA. She said the Federal Student Aid Department will begin transmitting batches of FAFSA information to schools and state agencies in mid-March. Dr. Holman said that's problematic because you can't help students. She's concerned about this. She said we typically award students financial aid by April. So, if the feds stay on track, we could get test data to work through by early to mid-March. Dr. Poarch said there is a FAFSA update (**Attachment E**) in the board packet. He wanted board members to be aware of this in case there were any complaints. This could have an impact on our ability to help students. If students don't complete the FAFSA, they are less likely to enroll in college. Ann Wright reviewed the Next NC Scholarship information (**Attachment F**). She said thanks to the Next NC Scholarship, college will be more affordable for many students in North Carolina. The

new Next NC Scholarship program consolidated the federal Pell Grant and the state-funded financial aid program to form a simplified scholarship award that is easier to understand. Applying is simple, students just need to submit the FAFSA form; there are no additional forms to fill out. Even part-time students will receive a partial award. Ann said they're very thankful to have that consolidation from the state. She's looking forward to 2024/2025.

PRESIDENT'S COMMENTS

Dr. Poarch announced that Melissa Smith is resigning because she is going to work in Raleigh at the System Office. Melissa will be the director of all Health Sciences programs across the NC Community College System.

Dr. Poarch shared, for information, (**Attachment G**) a letter from SACSCOC stating that we have completed our Fifth-Year Interim Report, and no additional follow up report is needed. He also shared, for information, another letter from SACSCOC announcing that our Off-Campus Instructional Site to expand our Sonography Program at Cleveland Community College was approved (**Attachment H**).

Dr. Poarch shared, for information, a letter from the International Council of Accreditation (ICA) stating that our Ophthalmic Clinical Assistant Program has been awarded continued accreditation after reviewing the recent Site Visit Report (**Attachment I**).

Dr. Poarch shared, for information, a letter from the North Carolina Department of Criminal Justice Standards Division (**Attachment J**) informing us that our Basic Law Enforcement Training has reaccreditation through February 2029.

Dr. Poarch presented, for information, the Spring Enrollment Report (**Attachment K**). Dr. Poarch said we are up three students from last spring. This is the highest spring curriculum enrollment since 2016. Dr. Poarch said this is a great trend for us, and our system as a whole, is trending in the right direction. We are up 4% across NC. In spring 2024 there's a slight increase in numbers. There were 105 additional seats used. Dr. Poarch said the number of seats used is up a little over 1%. The number of full-time students has gone up by 100. He said the only concerning item on this sheet for him is percentage of high school graduates coming to the college out of high school. Dr. Poarch said that only 15% of the 2023 graduates are enrolled at the college. Trustee Bill Stone said we've got a lot of work to go before we get this new building completed. Dr. Poarch said we are already working on this. Vice-Chairman Jerry Church said the number of graduates coming to us is going to decrease, so we need to get our percentage up. Trustee Bill Stone asked about advertising outside our service area. Dr. Poarch said it's a lot better than it used to be. He said our Sonography program being offered at Cleveland Community College is a great example of this.

Dr. Poarch said the next attachment is our Fall 2023 FTE Comparison by Term (**Attachment L**). He said our FTE is calculated by semester. The column with the yellow arrow is the fall 2023 semester. Dr. Poarch said to look at darkest color in the color schemes; that's the FTE we reported. The Curriculum FTE was up 4; Continuing Education was up 51; and Basic Skills was up 7. He said for the fall 2023 semester, we were up 62 FTE total and for the summer 2023 semester, we were up 14 FTE. Dr. Poarch said we should have a significant increase in our FTE next year.

Dr. Poarch shared an article, for information, from ASCUE recognizing Susan Wooten, Vice President of Technology and Information Services, for 25 years of membership (**Attachment M**). Dr. Poarch and the Board of Trustees congratulated Susan and thanked her for all she does.

Dr. Poarch shared an email, for information, announcing that one of our Radiography students, Cassie Devine, was selected to represent North Carolina at the national level (**Attachment N**). She was one of two students selected to participate in the Student Leadership Development Program with the American Society of Radiologic Technologists (ASRT).

Dr. Poarch shared another email informing the board that David Everhart has been chosen as one of ATI's Nurse's Touch Award honorees for 2023 (**Attachment O**). He said there are only four honorees chosen per year. David will be going to Salt Lake City, Utah to be recognized at their 2024 ATI National Nurse Educator Summit.

Dr. Poarch gave a Legislative update to members of the board. He announced that Propel NC was unanimously approved during the State Board meeting on Friday, February 16th. Dr. Poarch said they will have the one pager ready and available for those going to Raleigh in March. He said the System Office asked for all colleges to solicit letters of support from our local businesses. Dr. Poarch said that we have submitted eight letters. All of our local business partners have said great things about the college. Dr. Poarch said he went to Washington, DC two weeks ago to attend the 2024 Legislative Summit. He met with Senator Tom Tillis and Representative Virginia Fox.

Dr. Poarch presented, for information, the Civic Center Monthly Report for January (**Attachment P**) and the Letters, News Articles and Board Highlights (**Attachment Q**).

Dr. Poarch informed board members that there's a few documents in their blue folders for information: a letter from Amy Swink notifying the board of her appointment to the North Carolina Board of Massage and Bodywork Therapy; an invitation to the CCC&TI Foundation 2024 Annual Fund Drive Kickoff Luncheon; and the Spring 2024 enrollment by county to give you a better understanding of where students are coming from. Dr. Poarch said we have one student enrolled in Italy who is taking classes online.

CHAIRMAN'S COMMENTS

Chairman Larry Taylor presented, for information, the Calendar of Events (**Attachment R**), future board meeting dates and upcoming events. He said that Spring Break is March 6-10th.

Chairman Taylor said there's a list of proposed board meeting dates (**Attachment S**) in the board packet, but there is a revised copy in the blue folders because the day is wrong on December 17th; it should be Tuesday instead of Wednesday. Dr. Poarch said this is the proposed meeting dates for 2024.

Chairman Taylor announced that college graduation is all on one day this year, and will be on Friday, May 10th. There will be three separate ceremonies: one at 10:00am, one at 1:00pm and one at 4:00pm. Basic Skills graduation is combined with the College Transfer graduation.

Dr. Poarch said we would love to have the board involved in all the graduation ceremonies. There're two more dates he wanted to make them aware of: Saturday, May 11th at 4:00pm is the Early College graduation, and they are asking who is doing the welcome; the Caldwell Applied Sciences graduation is on Thursday, May 16th at 7:00pm.

ADJOURNMENT

There being no further business, the meeting adjourned.

Christina Bryant
Christina Bryant, Recording Secretary

Ann E. Smith
Ann E. Smith, Board Secretary/Treasurer