

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

**Wednesday, April 17, 2019**

The CCC&TI Board of Trustees met in regular session on Wednesday, April 17, 2019 at 11:30 a.m. in the Forlines Board Room (A 101).

**Those board members present were:**

Larry W. Taylor-Chairman, Jerry T. Church, Alvin W. Daughtridge, Marilyn C. Starnes, Ronald R. Beane, William “Bill” Stone, Ann E. Smith, James E. Sponenberg, Dale L. Hamby, Thomas L. Thuss, Jessica Osgood-SGA.

**Those board members absent were:**

Lowell K. Younce, Representative George S. Robinson, William R. Winkler, Judge Robert M. Brady

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

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

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

**ETHICS**

**STATEMENT**

SGA President, Jessica Osgood reviewed 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 introduced the following Cobra Care Clinic Staff: Teanne Gragg, Cobra Care Clinic Nurse Practitioner, Leslie Harrison, Cobra Care Clinic Medical Assistant and Meredith Garolds, a Nurse Practitioner Student.

**MINUTES**

A motion was made by Ann Smith and seconded by Ron Beane to approve the March 20, 2019 Board Meeting Minutes (**Attachment A**) as presented. The motion carried.

**COMMITTEE**

## REPORT

**Executive Committee:** No report.

**Athletics Committee:** No report.

**Building and Grounds Committee:**

Committee Chairman Bill Stone gave an overview of the construction progress on the Watauga Student Services Center. Donnie Bassinger informed board members that he will meet with the architects next week to get an update on their progress.

For information purposes, a sight plan and drawing of the Electrical Lineman Building was distributed. The board was informed that the information for the Electrical Lineman Building has been submitted to state construction for approval. The facility will include a multipurpose field. They reached out to Sam Erby and he clarified that the bridge and walkway to the Early College will be very accessible. Chairman Stone informed board members that the building is a very unique metal building. They will hold the construction meeting for the Electrical Lineman building in Watauga at 9:30 a.m. Trustee Ron Beane asked if there are possible naming rights to the field. Dr. Poarch informed them that there is a board policy regarding naming rights, but it doesn't determine how or when it can be named. Chairman Stone reminded them that bond funds cannot be used for Athletics.

**Curriculum Committee:** No report.

**Finance Report:**

Committee Chairman Jerry Church announced that there are no Gifts to the Institution to report this period.

A motion was made by Committee Chairman Jerry Church to approve State Budget Transfers for March 1-31, 2019 (**Attachment B**). He informed board members that there is one addition listed on the transfers, which is for customized training. The motion carried.

A motion was made by Jerry Church to approve the Interim Financial Summary Report for March 2019 as presented in **Attachment B-1**. He informed the board that we are two-thirds into the year. He made a motion to accept the Interim Financial Summary Report as presented. The motion carried.

Chairman Church presented, for information purposes, a draft of the 2019 Watauga Local Budget Request (**Attachment B-2**) and a draft of the 2019 Caldwell Local Budget Request (**Attachment B-3**).

**Personnel Committee:**

In the absence of Committee Chairman George Robinson, Trustee Ann Smith presented the Personnel Committee report.

Ann Smith presented, for information purposes, the following employments/resignations: the employment of Joseph Rhoney, full-time Academic Support Center Assistant (**Attachment C**); the employment of Marshall Walker, full-time Electrical Lineman Instructor (**Attachment C-1**); the employment of William Norment, full-time Production Technician, Civic Center (**Attachment C-2**); the employment of Timothy Wallace, full-time Business & Industry Instructor/Trainer (**Attachment C-3**); the employment of Lanita Farley, full-time Administrative Assistant, Continuing Education (**Attachment C-4**); the employment of Christine Sprinkle, full-time Administrative Assistant, Curriculum (**Attachment C-5**); the resignation of Dawn Hershenson, full-time Administrative Assistant, Continuing Education (**Attachment C-6**); the resignation of Amy Mace, full-time Administrative Assistant, Counseling and Advisement Center (**Attachment C-7**) and the Resignation of David Coffey, full-time Coordinator/Instructor Electrical Linemen (**Attachment C-8**).

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

**SGA  
REPORT**

SGA President, Jessica Osgood announced that on April 12, 2019, she and SGA vice president Calistia Gragg traveled to Raleigh, NC to participate in the Student Leadership Development Program Graduation. As part of the program, they stayed six days at William Peace University.

Jessica informed board members that the Caldwell Campus SGA will be holding elections for SGA on April 18-19, 2019, through the student email. No students have turned in applications for the Watauga Campus SGA.

Caldwell Spring Fling is being held tomorrow, April 18. All were encouraged to join them for food, fun and games.

**PRSIDENT'S  
COMMENTS**

Dr. Poarch announced that he had the good fortune to be able to attend the Hall of Honor Inductions, as did several of the trustees, in which Chairman Larry Taylor was inducted into the Hall of Honor. All congratulated Mr. Larry Taylor with a standing ovation. Chairman Taylor stated that "when you have board members and staff like we have here at CCC&TI, that is what makes his job so easy and so good." He thanked everyone for their congratulations.

Dr. Poarch also announced that Ron Beane's son was also inducted into the Hall of Honor. Dr. Poarch stated that they were both well deserved.

Dr. Poarch presented, for information purposes, the Civic Center Monthly Report for March 2019 (**Attachment D**) and Letters, News Articles, and Board Highlights (**Attachment M**).

Dr. Poarch presented a “Thank you” letter (**Attachment E**) from Senator Warren Daniel for the framed picture of the college campus that we sent to him after visiting with him in March. He is proudly displaying the picture in his office.

Dr. Poarch also presented a “Thank You” letter (**Attachment F**) from Representative Ray Russell for visiting him on March 6, 2019 in Raleigh and sending him the framed picture of the campus.

Dr. Poarch announced that we have received approval from the State Board for the Human Services Technology (**Attachment G**) and Human Services Technology-Mental Health programs (**Attachment H**). He thanked Trustee Alvin Daughtridge, the Curriculum Committee, and the full board for their approval of both programs. We will now begin the process to hire a new faculty member this summer and begin the new classes in the fall.

Dr. Poarch presented, to the board, the Skills USA Competition-Engineering Technologies (**Attachment I**) and Automotive Services Technology (**Attachment J**). They both relate to the Skills USA in Greensboro. We had several students to place in the events. Narian Penley, student and husband of a CCC&TI employee, took first place in Urban Search and Rescue competition. This shows that our students continue to do great work. We are very proud of our students and instructors and are proud to have them represent CCC&TI.

Dr. Poarch announced that we receive Perkins funding, and as part of the Perkins program, they audit a certain number of schools each year. We had our Perkins audit this year. We received a Perkins On-site Review letter (**Attachment K**) offering commendation to Randy Ledford and Jeff Link in preparing for the audit. The letter is bragging on the institution and the good work we do. We are really proud of this commendation.

Dr. Poarch announced that we have more external funds coming into the institution due to grants being submitted. We have received approval for the Centralized Advanced Manufacturing Center Grant as shown in **Attachment L**. This is the notification we received for our second award. The first award was in March and now we have \$200,000 from the Cannon Charitable Interest Grant for a more robust manufacturing program.

Dr. Poarch presented two student videos to the board. The first video, was about a student, Dean Church who is now in NC Forestry. He went into the Army. Now he is taking classes. He first saw an ad for CCC&TI and then decided to meet with Tuesday Sigmon. He was then sent to TRIO and after becoming a TRIO student he went to see Matt Williams who asked him to be a student ambassador and he now has a clear goal of finishing his business degree.

The second video presented, was a Truck Driver Training Video. Roger Chester feels that not all are meant to have a Masters Degree. We are currently 175,000 drivers short of what is needed. Companies don't have enough drivers to get goods delivered. The video presented comments from several graduating truck driver students. The salary for truck drivers will be around \$70,000 a year.

Dr. Poarch announced that the NC Community College System President, Peter Hans will visit CCC&TI on Thursday, May 9, 2019 from 10:00 – 12:30 p.m. While on campus, he will tour some of the program areas and Dr. Poarch will provide lunch. All were asked to let Donna know if they plan to participate in the visit. We hope to visit truck driver training, electrical linemen and others.

Dr. Poarch informed board members that in their blue folders, there will be an Early College Graduation announcement. Early College Graduation will be held on Saturday, May 11, 2019 at 7 pm at the Civic Center.

Dr. Poarch informed board members that some of the other external funding we have received is \$152,250 from Golden Leaf. We look forward to moving through this grant. The funding is for two more machines.

Dr. Poarch also announced that we received two other thank you notes. One from Bill McBrayer, State Board Member and the other from Mrs. Tracy Poarch, for the flowers sent to her by the college while in the hospital.

Dr. Poarch asked for those wanting to attend Caldwell Cuisine, to please let Donna know and she will get you registered.

## **CHAIRMAN'S COMMENTS**

Chairman Taylor reminded that board that the 2019 Presidential Evaluations are due today, April 17<sup>th</sup>. All were encouraged, if you have not already done

so, please get them to him.

Chairman Taylor presented for information purposes the Calendar of Events (**Attachment N**) and Future Board meeting dates and upcoming meetings and events.

Chairman Taylor reminded board members that the May 15 Board meeting will be a joint meeting of the Watauga County Commissioners and the Watauga Board of Education. Trustee Bill Stone asked if it would be possible to do a walk-through of the new building the evening of the May Board Meeting. It was agreed that we will check to see if a walk through is possible.

Dr. Poarch reminded the board of the Furniture Lab Opening held on April 25, 2019. The plan is to have each person from the various manufacturers speak briefly and then Lectra will demo the new cutting machine they donated to the college. We are very proud of the lab and what it turned out to be. It is the ultimate in education and business partnering together to provide what is needed to students.

Chairman Taylor asked for volunteers to do the “Welcome” at each of the graduation ceremonies. The volunteers are as follows:

- \*Adult High School Graduation , May 9<sup>th</sup> , 7 pm Civic Center – Bill Stone
- \*Curriculum Graduation, May 10<sup>th</sup>, 5pm & 8pm, Civic Center – Tom Thuss
- \*Early College Graduation, May 11<sup>th</sup>, 7pm, Civic Center – Dale Hamby
- \*Middle College Graduation, May 22<sup>nd</sup>, Civic Center – Jerry Church

## **UNFINISHED BUSINESS**

Chairman Taylor asked those that were a part of the Legislative Visit during the April meeting to give an overview of their meetings. Marilyn Starnes stated that there were approximately 340 trustees in attendance with every community college represented. Trustee Ann Smith stated that it was a very rewarding experience and a great opportunity. CCC&TI has a great reputation with others. It is great to have the opportunity to tell the legislators what the college needs, so it was well worth taking the extra time to meet with them. Bill Stone stated that it was pretty obvious no other community college operates as we do. We visit the legislators together, eat

together, etc. We always work as a team. The only other college that resembles what we do is Surry Community College. We were the only group that functioned as a group the entire time. Trustee Jim Sponenberg stated it was a worthwhile visit based on the results and what we accomplished. The legislators were very supportive of what we had to say. Other comments included very good workshops, great way to advocate for our students etc. Dr. Poarch said he can't say enough about our trustees and the work they do locally and at the state level. They know us when we go to Raleigh. They are used to seeing us, they expect to see us and we have some great conversations. We are one voice and very unified.

**NEW  
BUSINESS**

Dr. Poarch announced that on Saturday, October 19, 2019 his daughter, Bailey Poarch is getting married at the Broyhill House and all are invited to attend.

**ADJOURNMENT**

There being no further business, the meeting adjourned.

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Donna Church, Recording Secretary

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Thomas "Tom" L. Thuss, Board Secretary