

**CCC&TI Board of Trustees, Caldwell County Commissioners
and Caldwell County Board of Education Joint Meeting Minutes**

Monday, December 16, 2019

The CCC&TI Board of Trustees met in joint session on Monday, December 16, 2019 at 11:00 a.m. with the Caldwell County Commissioners and the Caldwell County Board of Education in the Forlines Board Room (A101). After the meeting, Board members, commissioners and Board of Education attended the college's annual Christmas lunch in E-125 (Gym).

Board members present were:

Larry W. Taylor-Chairman, Jerry T. Church, Alvin W. Daughtridge, Ronald Beane, William "Bill" Stone, The Honorable George Robinson, Ann E. Smith, James E. Sponenberg, Thomas L. Thuss, Wongalee Thomas, William R. Winkler, Lowell K. Younce, Calistia Gragg-SGA, and Guest Judge Robert Brady.

Board members absent were:

Chris M. Barlowe, Dale L. Hamby

Commissioners present were:

Randy Church-Chairman, Mike LeBrose-Vice Chairman, Stan Kiser- County Manager, Jeff Branch, Donnie Potter

Board of Education Members present:

Darrell Pennell, Chairman, Teresa Branch – Vice Chairman, Chris Bumgarner, Ann Edwards, Duane Knight, Joe Sims

CCC&TI Staff and others present were:

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

Chairman Larry W. Taylor called the meeting to order and asked that Trustee Billy Ralph Winkler gave the invocation.

**ETHICS
STATEMENT**

Trustee Billy Ralph Winkler 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 conflicts 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 Judge Robert Brady, former Board of Trustee member, and presented to him, on behalf of the Board of Trustees, a plaque commending his service and dedication to the CCC&TI Board of Trustees. Dr. Poarch extended his appreciation for all that Judge Brady has done for him and the board.

Chairman Taylor welcomed the Caldwell County Commissioners and the Caldwell County Board of Education members to the meeting. Dr. Poarch thanked them for attending the meeting and for all their support throughout the year. He distributed a copy of the President's Report to both the commissioners and board of education. Dr. Poarch presented a highlight of some things happening at the college in the coming year which consisted of breaking ground on the new linemen facility located on the back section of the Caldwell Campus, the purchase of the Rite Aid Building for technology classes, and the expansion of our welding courses. Other trustees expressed their appreciation for the working relationships with the commissioners and board of education.

Randy Church, Chairman of the Caldwell County Commissioners expressed, on behalf of the commissioners, their appreciation to the CCC&TI Board for their partnership and willingness to work together. He feels that the college has great leadership and is the diamond in Caldwell County. Other commissioners expressed their appreciation for the continued partnerships.

Dr. Phipps, Superintendent, thanked all for their commitment and time. It takes a team that works together to do what we all do. He is grateful to live and work in this community.

MINUTES

A motion was made by Jim Sponenberg and seconded by Ron Beane to Approve the November Meeting Minutes (Attachment A) as presented. The motion carried

COMMITTEE REPORTS

Executive Committee: No report

Athletics Committee: No report

Building and Grounds Committee:

Committee Chairman Bill Stone announced that there is a very good picture in the President's Report of the new Watauga Student Services Center. He informed the board that we will begin moving employees into the building after Christmas break. In moving to the new building, we will also gain two classrooms in the main building which will help with classroom space. In January, we will go to bid on the new Linemen facility.

Curriculum Committee: No report

Finance Committee:

There were no Gifts to the Institution to report for December 16, 2019.

Committee Chairman Jerry Church announced that we are on target for for the expenditures showing in the summary. He made a motion to approve the Interim Financial Summary Report for November 2019 as shown in **Attachment B**. The motion carried.

Policy and Legislative Committee:

The committee meeting minutes for their November 20, 2019 meeting (**Attachment C**) were distributed for information purposes.

Personnel Committee:

Committee Chairman Wongalee Thomas presented, for information purposes, the following employments, resignations and retirements: the employment of Corey Yost, full-time Mathematics Instructor-Watauga Campus (**Attachment D**); the retirement/resignation of Nancy Leonard, Director Disability Services-Watauga (**Attachment D-1**), and the resignation of Jodie Stoker, full-time Coordinator Nurse Aide Program (**Attachment D-2**).

**SGA
REPORT**

Our SGA President Calistia Gragg reported the following information to the board: the final Cobra discount day was Friday November 22, 2019 at the JE Broyhill Civic Center featuring Hypnotist William Parker. Approximately 75 attended the event; Food Drive donations ended Monday, November 25th, with Medical Assisting- second year and sonography winning a meal during their class.

The SGA Drive for the Lenoir Emergency Outreach Shelter yielded approximately 1,445 pounds of materials donated to the shelter. LEO's Drive donations were Friday, November 22, 2019. There were two clubs that participated in the Drive and won. Those clubs are the Science Club and the American Chemical Society. First place went to the Science Club and they received \$275; second place went to the American Chemical Society and they received \$225.

SGA held a holiday party in the Student Lounge on Thursday, December 5th, with cookies, hot chocolate, hot cider, coffee and Christmas Tree decorating.

SGA provided breakfast on November 9th and 10th for students to kick-off final exam days. They plan to do this again during spring semester.

Calistia concluded her report by announcing that SGA is in the

planning stages for spring semester events and reaching out to the students to see what they would like to see happening on campus.

Dr. Poarch announced that the men's basketball team won their game against Walters State which now makes them 12 and 0. We are ranked 15th in the nation. We are looking forward to seeing them perform in the spring and maybe win the national title. The girls team is also doing a great job.

Dr. Poarch presented, for information, the new admissions packet, which was one of the mini grant projects funded through our Foundation. The packet and contents are 100% done by our faculty and staff. Dr. Poarch thanked the Foundation and all those involved in the work on the packet.

Dr. Poarch announced that we have had a great year in 2019. He thanked the board for their leadership and support throughout the year and is looking forward to a great 2020. He wished all a merry Christmas.

Dena Holman informed the board that the New Student Admissions Packet will basically serve three functions. First it will be used as a recruiting tool and is like the four year-universities use. The information shows what the college has to offer and represents all of our student body. Secondly, we will give the information to students once they enroll so that they can access all of our technologies. And, third, the bigger document takes students through their registration process and what they need to do to be successful, such as, financial aid, advising, career assessments, orientation, etc. Basically, this is an accumulation of resources that we offer students once they are in classes to help them be successful.

PRESIDENT'S REPORT

Dr. Poarch presented, for information purposes, the Civic Center Report for November 2019 (**Attachment E**), and Letters, News Articles, and Board Highlights (**Attachment J**).

Dr. Poarch announced that CCC&TI is a finalist for the prestigious Bellwether Award (**Attachment F**). Each year, 30 colleges are selected for the Bellwether Award. We are one of three community colleges in

North Carolina. Central Carolina and Wayne Community College are also finalists. We will be taking a team to San Antonio, TX in February to do a presentation on the CobraCare Clinic. Even if we do not win the award, it still says a lot about us as an institution. He is extremely proud of being a finalist and is looking forward to showcasing the partnership with the Cobra Care Clinic.

Dr. Poarch presented the Nuclear Medicine Technology Probation letter (**Attachment G**) for information. The letter is from the accrediting Group for Nuclear Medicine and shows they are extending the probation period for an additional year. It also acknowledges that we are responding appropriately.

Dr. Poarch presented for information, the notification of candidacy (**Attachment H**) for Ronald Holste.

Dr. Poarch presented the Board Ethics Matrix (**Attachment I**). Some Board members need the Ethics Refresher Training in early 2020. Things have changed in that each trustee now has to do the training on their own, so we will set-up a training session on Thursday, January 9, 2020 at 8:30 a.m. in the Forlines Board Room for those needing the training.

Dr. Poarch announced that each board member received a copy of the 2018-19 Presidents Report. This document is 100% produced in house by college employees. He is very proud of all the work that went into completing this document.

Dr. Poarch announced that we will hold an Executive Committee Meeting at 11:00 a.m. on January 15, 2020 in the boardroom before our regularly scheduled meeting to discuss the naming of facilities.

CHAIRMAN'S COMMENTS

For information purposes, Chairman Taylor presented to the board the Calendar of Events (**Attachment K**) and Future Board Meeting dates and upcoming meetings and events. All were encouraged to participate in college events, when time allows.

Chairman Taylor announced that we will change the Wed., February 19, 2020 board meeting date to Tuesday, February 18, 2020 due to a conflict in Dr. Poarch's schedule.

Board members voted unanimously to cancel the March 18, 2020 Board of Trustees meeting due to the majority of members attending the NCACCT Meeting in Raleigh.

ADJOURNMENT

There being no further business, the meeting adjourned.

Donna L. Church, Recording Secretary

Thomas "Tom" Thuss, Board Secretary