

**CCC and TI Board of Trustees Telephonic/Face to Face Meeting  
Minutes**

**Wednesday, July 15, 2020**

**ROLL CALL**

**Presiding:** Larry W. Taylor-Chairman (Present)

**Participating  
Face to Face:** Jerry T. Church, Joel Carroll, William “Bill” Stone, Ann E. Smith,  
Thomas “Tom” Thuss, Meredythe Galliher-SGA

**Participating  
By Call-in:** Lowell K. Younce, Alvin W. Daughtridge, Ronald Beane, Christopher Barlowe,  
James E. Sponenberg, Dale Hamby, Wongalee Thomas, William R. Winkler.

**Others  
Participating:** Dr. Mark Poarch-President, Randy Ledford, Donnie Bassinger, Dena Holman,  
Susan Wooten, David Holman, Mark Howell, Donna Church, Amy Bowman  
Garrett Stell-News Topic

The Caldwell Community College and Technical Institute Board of Trustees met telephonically/face to face in regular session Wednesday, July 15, 2020 at 11:30 a.m. with some members participating in person at the Civic Center in Room 206 and some participating by call-in.

Chairman Larry Taylor called the meeting to order and asked Trustee Tom Thuss to give the Invocation.

**ETHICS  
STATEMENT**

Trustee Bill Stone was asked to review 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 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))*

**OATHS  
OF OFFICE**

Notary Public Donna Church swore in two reappointed board members, one newly appointed board member and the new SGA representative. Mr. Larry W. Taylor was reappointed by the Caldwell County Board of Education and will serve another four-year term beginning July 1, 2020 and ending June 30, 2024. Mr. Jerry T. Church was reappointed by the Caldwell County Commissioners and will serve another four-year term beginning July 1, 2020 and ending June 30, 2024. Mr. Joel Carroll was newly appointed by the Governor and will serve a four-year

term beginning July 1, 2020 and ending June 30,2024. Meredythe Galliher, SGA President was newly appointed as SGA representative and will serve a one-year term beginning July1, 2020 and ending June 30, 2021.

**NOMINATING  
COMMITTEE  
REPORT**

President Poarch asked Dale Hamby, Nominating Committee Chairman, to present the Nominating Committee Report for Board Officers for 2020-21. Committee Chairman Dale Hamby announced that the Nominating Committee (**Attachment A**), comprised of himself, Alvin Daughtridge, and Bill Stone met on June 17, 2020, at 10:30 a.m. to recommend a slate of board officers for the 2020-21 year. On behalf of the Board's Nominating Committee, Committee Chairman Dale Hamby opened the floor for nominations. There being no Nominations from the floor, a motion was made by Bill Stone to close nominations. Committee Chairman Dale Hamby recommended the following slate of Board Officers for 2020-21 year:

Larry W. Taylor	Chairman
Jerry T. Church	Vice-Chairman
Thomas L. Thuss	Secretary
Ann E. Smith	Treasurer

A motion was made by Jim Sponenberg to approve by acclamation, the slate of board officers as presented for 2020-21. The motion carried.

President Poarch turned the meeting over to Chairman Larry W. Taylor.

**MINUTES**

A motion was made by Ann Smith and seconded by Jerry Church to Approve the June 17, 2020 Board meeting Minutes (**Attachment B**) as Presented. After a Roll call from 14 of the 15 board members "for" or "against" approval of the Minutes, all 14 voting members voted "for" approval. The motion carried.

**COMMITTEE  
REPORTS**

**Executive Committee:**

Chairman, Larry Taylor announced that the Executive Committee met in Closed session on Wednesday, July 15, 2020 at 10:30 a.m. in Room 215 at the Civic Center for the purpose of reviewing the 2020 Presidential Evaluations. There will be a closed session at the August board meeting for the full board to review the evaluations and the President's contract.

**Athletics Committee:**

Committee Chairman Tom Thuss announced that the National Junior College Athletic Association has pushed back sports until January 11, 2021. He informed board members that Jeff Link and Caitland Scruggs are working to develop a Covid19 action plan. He also informed board members that the Golf Tournament is tentatively scheduled for Oct. 9, 2020, and if delayed due to weather the make-up date is Oct. 23, 2020.

Chairman Thuss announced that on July 10, 2020 the NJCAA released its All Academic first, second and third teams. CCC&TI had 12 student athletes honored by the NJCAA for their excellence in the classroom during the 2019-20 academic year. The criteria for the three All – Academic teams are; First Team must have a 4.0 GPA, Second Team must have a 3.80-3.99 GPA, and the Third Team must have a 3.60 -3.79 GPA. Chairman Thuss also informed the board that we have officially entered into agreements with the school system to lease the Walker Stadium property.

**Building and Grounds Committee:**

Committee Chairman Bill Stone gave the following Facilities Update on the Watauga Campus, the Lineman Building and the Paul H. Broyhill Center for Advanced Technologies. On the Watauga Campus, the old Student Services Center is now faculty offices. New carpet was installed in the office areas, and tile was installed in the breakroom, hallways and foyer.

Concerning the Lineman Facility, we received the notice to begin on July 13, 2020. Garanco Company is currently mapping out the staging areas, and a survey crew has been sent out to mark off the construction areas. The site work will begin this week.

Paul H. Broyhill Center for Advanced Technology renovations are under way. All framing and sheetrock have been installed. They are currently mudding and sanding the walls. The electrical work in the walls and the hard pipe for the fiber is complete. The next thing that will be taking place is the air piping and bus duct installation.

**Curriculum Committee:**

No report

**Finance Committee:**

Committee Chairman Jerry Church presented Gifts to the Institution

(**Attachment C**) this period in the amount of \$800, the State Budget Transfers from June 1-30, 2020 (**Attachment C-1**), and the Interim Financial Summary Report for June 2020 (**Attachment C-2**).

A motion was made by Jerry Church to approve **Attachment C through C-2** as presented. After a Roll Call vote from 14 of the 15 board members “for” or “against” approval of **Attachment C through C-2**, all 14 voting members voted “for” approval of the attachments. The motion carried.

Committee Chairman Jerry Church presented, for information, the Caldwell Local Budget approval letter for Fiscal Year 2021 (**Attachment C-3**).

**Personnel Committee:**

Committee Chairperson, Wongalee Thomas presented, for information, the following new employees, retirements and resignations: the retirement/resignation of Janice Wilson, full-time Clinical Coordinator, Sonography (**Attachment D**); retirement/resignation of Kathy Greene, full-time Housekeeper (**Attachment D-1**), employment of Emily Roberts, full-time English Instructor (**Attachment D-2**); employment of Beth Hardy, full-time Administrative Assistant, Continuing Education (**Attachment D-3**); employment of Teresa Blanc, full-time Nursing Instructor-Watauga (**Attachment D-4**); employment of Lauren Auton, full-time Compliance Specialist (**Attachment D-7**); employment of Katie Hoover, full-time English Instructor (**Attachment D-6**); employment of Amber Blackburn, full-time Accounting Technician; cashier (**Attachment D-7**).

**Policy and Legislative Committee:**

Committee Chairman Dale Hamby presented for information the Policy And Legislative Committee Meeting Minutes for June 17, 2020 (**Attachment E**).

Committee Chairman Dale Hamby presented and recommended on behalf of the Policy and Legislative Committee, approval of the Code of Employee Conduct Policy-4.6 (**Attachment E-1**) and the Unlawful Discrimination and Harassment Policy/Procedure-4.7/6.23 (**Attachment E-2**). Dr. Poarch explained that Attachment E-1, was to update and clarify relationships between students and employees and Attachment E-2 is to update the policy to conform to the new federal guidelines related to Title IX and must be done by August 14, 2020. After a Roll Call vote from 14 of the 15 board members “for” or “against” approval of **Attachment E-1 and Attachment E-2**, all 14 voting members voted “for” approval of both attachments. The motion carried.

**SGA  
REPORT**

SGA President, Meredythe Galliher reported that SGA has been meeting weekly since July 1. They have been discussing the calendar year for SGA members and students.

SGA is continuing the Esports league with the company Mission Control. The systems being used in the league are PlayStation 4, Xbox, and Nintendo Switch. The games offered are Madden, Smash Bros, and Rocket League. Registration for the league will be held August 24 through September 4, 2020.

For Welcome Back Week, SGA has created an online scavenger hunt that includes information about our campuses, Covid-19 safety, and asks for students to voice their opinions on our Esports league and things they would like to see on campus. Those participating will be eligible for free gifts.

SGA members met with Amy Bowman on Monday, July 13, 2020 to discuss a possible activity to be released in September. SGA has ordered pens, pencils, car clings, and keychains for students.

## **PRESIDENT'S COMMENTS**

Dr. Poarch thanked everyone for their patience in dealing with the way things are when trying to hold meetings as well as all the changes having to be put into place to deal with COVID-19 changes.

Dr. Poarch presented the Virtual Student Tutoring Allocation approval (**Attachment F**). There is \$4 million dollars to be divided throughout the college system. We received a little over \$65,000 which will help hire additional tutors.

Dr. Poarch presented for information, the Teacher Preparation-AA/AS Program approval letter (**Attachment G**).

Dr. Poarch presented the Accreditation approval of Basic Telecommunicator Certification courses (**Attachment H**). He explained the approval allows us to continue to offer our BLET classes with Andy Day as the Director.

Dr. Poarch presented the 2020-21 Tuition and Registration Rates (**Attachment I**), which do not show an increase for this year.

Dr. Poarch presented, for information, the Radiography Exam Results (**Attachment J**). We are very proud of the 100% pass rate for this year.

Dr. Poarch provided a fall 2020 update. The governor announced that we will reopen schools for fall with extra safety precautions in place. With the public schools, the parents can choose to do either online classes or to send children to school. Both districts plan to move

forward. Randy Ledford stated we are trying to figure out how to best social distance in our classes. We have had to use online, hybrid, with seated hybrid and splitting classes in half. Dr. Poarch informed board members that we are trying to make sure our plans work with the public schools. We are going to have temperature scans and will require the wearing of masks. We are also working on some type of graduation event for our students and will let you know when that is finalized.

Dr. Poarch announced that Bill 816 has been approved. It includes Enrollment Growth funds, which are being funded out of the Cares Act money, but is non-recurring funds and has to be spent by December 30. He also informed the Board that President Hans, NCCCS President is leaving to take the President position of the North Carolina University System. The State Board Committee will meet on Monday to discuss an interim replacement.

Dr. Poarch reminded board members that they received their parking hang tags and masks in their board packet.

Dr. Poarch presented, for information, the letters, news articles, and board highlights.

#### **CHAIRMAN'S COMMENTS**

Chairman Taylor, presented for information, the Trustee Reappointment Letter for Jerry Church (**Attachment L**) and the new Trustee Appointment Letter for Joel Carroll (**Attachment M**).

Chairman Taylor presented, for information and review, a Draft of the 2021 Board Calendar (**Attachment N**).

Chairman Taylor presented for information the finalized Board Committee Assignments for 2020-21 (**Attachment O**), the Calendar of Events (**Attachment P**), and Future Board meetings and events.

**It was approved to change the dates of the following 2020 Board Meetings: September 16, 2020 meeting will change to September 23, 2020 and November 18, 2020 meeting will change to Tuesday, November 17, 2020.**

Chairman Taylor asked all Board members that were not present for today's meeting to get with Donna Church to review the Presidential Evaluation Results and the Presidential Contract.

Chairman Taylor informed the board that the Closed Session shown on today's agenda is cancelled. No session is needed at this time.

**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