

**CCC and TI Board of Trustees Virtual/Call-in Meeting
Minutes**

Wednesday, January 20, 2021

ROLL CALL

Presiding: Larry W. Taylor-Chairman

**Participating
Virtually (TEAMS)** Alvin W. Daughtridge, William “Bill” Stone, Thomas “Tom” Thuss,
William R. Winkler

**Participating
By Call-in** Larry W. Taylor, Jerry T. Church, Christopher Barlowe,
Ronald Beane, Wongalee Thomas, Ann E. Smith, Dale Hamby,
Lowell K. Younce, Meredythe Galliher-SGA

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

The CCC&TI Board of Trustees met both telephonically and virtually in regular session on Wednesday, January 20, 2021 at 12:15 pm.

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

**ETHICS
STATEMENT**

Trustee Chris Barlowe 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 appearance of conflicts. Does any Board member have any known conflict of interest or appearance of conflicts 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 matters involved. (N.C.G.S. 138A-15(e))

MINUTES

A motion was made by Trustee Tom Thuss and seconded by Trustee Ann Smith to approve the December 2020 meeting Minutes (**Attachment A**) as presented. After a roll call vote to approve the Minutes, the twelve board members participating in the meeting voted to approve the Minutes as presented. The motion carried with twelve votes approving the motion.

COMMITTEE REPORTS

Executive Committee: No report

Athletics Committee:

Committee Chairman Tom Thuss had no new information to report. Dr. Poarch informed board members that the basketball teams have begun having scrimmage games.

Building and Grounds Committee:

Committee Chairman Bill Stone thanked President Poarch for sharing a series of photos of the Electrical Lineman Facility construction site. Mr. Stone gave the board an overview of what is currently taking place at the site. All wall panels are complete and roof panels are being installed. The storm and gutter drainage are being dug, and plumbing and mechanical rough-ins have begun. The interior masonry work is complete, so they can now begin work on the mezzanine framing. Electrical rough-ins have been completed, door frames have been set and the windows are scheduled to be set. We are currently working with Piedmont Natural Gas and the City of Lenoir for the needed connections.

Curriculum Committee: No report

Finance Committee:

Committee Chairman Jerry Church made a motion to approve the following items: Gifts to the Institution in the amount of \$1,164,031.67 (**Attachment B**), the State Budget Transfers from Dec. 1-31, 2020 (**Attachment B-1**), and the Interim Financial Summary Report for December 2020 (**Attachment B-2**). After a roll call vote to approve Attachments B, B-1 and B-2, the twelve board members participating in the meeting voted to approve the attachments as presented. The motion carried with twelve votes approving the motion.

Personnel Committee:

Committee Chairperson Wongalee Thomas presented, for information purposes, the following employments and resignations: employment of Joshua Sigmon, Full-time Accounting Instructor (**Attachment C**), employment of Christopher Parker, Full-time Clinical Coordinator, Nuclear Medicine Program (**Attachment C-1**), and the resignation of Ron Walker, Full-time Director Human Services Technology (**Attachment C-2**).

Policy and Legislative Committee: No report

**SGA
REPORT**

Meredythe Galliher, SGA President announced that SGA met on January 12, 2021 to finalize their calendar and set events for the coming year.

On the January 13-14, 2021, for Welcome Back, SGA distributed masks, water bottles, and tee shirts. Two-hundred and Seventeen students received Welcome Back gifts. For SGA movie night, students were given a goodie bag filled with various snacks, and a drink. Using Tele-Party, SGA hosted a movie through Netflix. The movie was titled “Enola Holmes.” Forty-three students participated.

In February, SGA will highlight CTE programs for Career and Technical Education Month. Every week, they plan to have a video and a scavenger hunt. The events will also be shared with the high schools through the college’s transition advisors. The programs to be highlighted for the event will be Automotive Systems Technology, Mechatronics, Biopharmaceutical Technology, and Industrial Systems Technology-Machining.

SGA will be setting up card tables February 8-12, for valentine’s day where students can come by and get free cards to give out. SGA is also selling meat sticks as a Foundation Fundraiser, and having a photo submission contest called “Show the Love.” The students can submit their photos through a google form and they will be entered into a random drawing for prizes.

For Black history month, SGA will be showing the movie “Loving,” on February 11. They contacted the LRC about making their Tuesday Trivia focus around Black History.

Meredythe also announced that SGA is still taking applications for their open SGA positions.

Dena Holman, Vice President Student Services stated that we have had a great start to the spring semester, with current enrollment being even. Student Services is doing everything they can to make sure that students know they are here to help them anyway they can.

PRESIDENT'S COMMENTS

Dr. Poarch, President thanked those participating the in the meeting today for being flexible with the meeting time, since it was changed to a different time to allow for those Trustees needing the Ethics Refresher course to have time to take it and also attend the board meeting.

Dr. Poarch presented, for information purposes, the Civic Center Monthly Report for December 2020 (**Attachment D**), and the 2019-2020 Presidents Report (**Attachment E**). He is very proud of the Presidents Report and the printshop team for the great job they did in printing, and designing the document.

Dr. Poarch informed members that the long session has begun, and everyone has been sworn in. They will begin work next week. Thomas Stith, III, NCCCS President, will take his position as the new system president beginning on January 11, 2021.

Dr. Poarch presented the 2021 Consensus Budget Priorities (**Attachment F**), and the Community College System Budget Priorities (**Attachment G**). He informed board members that page 1 of Attachment F has the budget priorities, with the number one priority being salaries for community college employees. They are proposing a five-percent salary increase for community college employees who did not receive a salary increase in 19-20 or 20-21. These priorities have been endorsed by the State Board of Community Colleges, the Community College President's Association (NCACCP), and the Trustees Association (NCACCT). We are hoping to know more about the priorities by April or March. The third priority is a new computer system. We are trying to get a more modern IT System to help us get to where we need to be in technology. The other priorities included multi-campus funding and Capital Funding. He also explained Attachment G, which is more information about salaries, which lets them see that we need to do some work to be able to retain faculty and staff. The attachment also shows that community colleges did not receive anything for salaries the last three years, while state employees received increases all three years. In 2018-2019, community colleges ranked 40th in the nation for faculty salaries.

Dr. Poarch also reminded board members that beginning in 2021, we lose the retirement insurance benefit for new hires, which will further complicate our ability to retain quality faculty.

Dr. Poarch announced that he was able to give a \$1,000 bonus to both full-time and permanent part-time faculty and staff that were hired as of June 30, 2020, with no employment conditions during their annual evaluation.

Dr. Poarch informed board members that he has received notification from the system office, as shown in the Budget Management Restrictions Rescinded letter **Attachment H**, letting us know that budget restrictions that were imposed on community colleges earlier this year have been lifted. This will allow us to purchase needed supplies and fill needed positions. He announced that we received some bad news in terms of a budget reversion. Since tuition receipts have continued to lag behind budgeted levels, a reversion of funds will be necessary. Colleges will be notified in the coming weeks just how much the reversion will be.

Dr. Poarch gave the trustees an overview of the Trustee Website (**Attachment I**). We hope to make the website live within the next few weeks. He informed the trustees that we are required to make certain information available to the public so we have developed a trustee website. Dr. Poarch reviewed some of the things that will be on the website such as, board composition, appointment agencies, terms of office, meeting minutes, etc. The site will also have links to various organizations that are associated with the trustees.

Dr. Poarch informed trustees that we have received the single audit report (**Attachment J**) for Financial Aid from the State of NC. The review covers the period from July 1, 2018 through June 30, 2019, and concerns our Federal Pell Grant distribution. This audit review is presented to the board annually. Shown on the back of Attachment J, is the results of the audit. CCC&TI shows no deficiencies and is in complete compliance with the Federal Pell Grant distribution.

Dr. Poarch gave a Covid 19 update and presented information on enrollment. Our Covid 19 processes and procedures are still in place and seem to be working. Dr. Poarch was informed that the health department is doubling up on giving vaccines. The college's nursing department will be helping administer the vaccines. He is very proud that our students are helping with this process. He also informed the board that the college has completed a survey to see if college employees would be interested in getting the vaccine. The survey showed that at least 83% of employees would like to get the vaccine.

We have had a great start to spring semester with enrollment being strong. We should have an enrollment report on this information for the February board meeting. Enrollment seems to be very close to where we were last spring and that is where we want to be. We continue to meet weekly with our health officials, and they continue to say that we are still safe to hold classes. We will continue to do all we can to make things safe for our students and employees.

In response to Chairman Taylor's question about the breakdown of classes, Dr. Poarch stated that the breakdown of the delivery method for curriculum classes is broken into 4 categories; in person, online, and blended or hybrid. The in-person classes are just over 5 percent of the offerings, 100 percent online is over 27% of offerings, and the blended or hybrid are 67.5% of the offerings and is the preferred method for students. We offer the hybrid/blended classes to minimize the interaction with others on campus.

Dr. Poarch informed the board that he met with the county health officials at the Civic Center and they are considering a more centralized location for the vaccines, so they may look at the Civic Center for future use.

Dr. Poarch announced that the college will receive additional funds as part of an additional stimulus package. As part of the package, the amount allocated to us to support students and the institution is \$3.7 million dollars. We are still discussing the best way to expend the funds, since we only have one year to spend the funds. For your review, information concerning the stimulus package will be in the February Board meeting package.

Dr. Poarch presented, for information, the Letters, News Articles and Board Highlights (**Attachment K**). He asked members to please look over the seconded article included in Attachment K. It is an email from a student bragging on the college and its employees. The student, Lila Bennett, has a very good bases for comparing colleges because she has attended both Campbell University and NC State, and has owned her own business. She speaks very highly of her instructors and pays the highest complement to the college in the last sentence of her email where she states, "I was not sure what to expect when I started my Community College adventure, but now, because of your staff and my experiences so far, I am recommending CCC&TI to everyone that shows the slightest interest in taking college classes."

Dr. Poarch asked Edward Terry, Public Information Officer, to explain the virtual reality tour project. Edward explained that all 58 community colleges are participating, but we were the first. The NCCCS office paid for the project and provided staff to help with the project. The group visited the Watauga campus, the TAPS site, and Pole Yard of the Electrical Lineman facility on the Caldwell Campus. They did a very good job of capturing the different ways we serve the communities. They made 360 fully immersive videos. It was a great experience. The college advisors already have the video project and it has also been added to our recruiting tool box. Dr. Poarch has also sent the link to the project videos to various community leaders.

Dr. Poarch announced that given the current situation due to Covid 19 and the inability to hold building dedications for our new facilities, we are considering doing a virtual video of the buildings, where we would have certain members of the board present, with speakers and use the video for the building dedications we aren't currently able to hold. Chairman Taylor thinks things may be better in a couple more months but he suggested it would be better to go ahead with the virtual dedication. All members agreed.

**CHAIRMAN'S
COMMENTS**

Chairman Taylor presented for information the updated 2021 Board Meeting Calendar as shown in **Attachment L**. He asked that all note the day change to Tuesdays for the majority of the meetings.

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

**UNFINISHED
BUSINESS**

Dr. Poarch informed board members that we need to have a Curriculum Committee meeting to discuss two programs, diesel and Emergency Medical Sciences. All agreed the Curriculum Committee would meet. Dr. Poarch agreed to get information to them concerning the meeting.

ADJOURNMENT

There being no further business, the meeting adjourned.

Donna Church, Recording Secretary

Thomas "Tom" L. Thuss, Board Secretary