

Bladen Community College
BOARD OF TRUSTEES MEETING
Minutes of January 20, 2017

Members Present: Dennis Troy, chair; Frank Gemma, vice chair; Mary Andrews; Pam Benton; Larry Hammond; Ricky Leinwand; Hayes Petteway; Charlotte Smith; and Ashley Trivette.

Members Absent: Albert Beatty; Landon Bordeaux; and James McVicker.

Others Present: William Findt; Jeff Kornegay; Sondra Guyton; Barry Priest; Jay Stanley; Lynn Grey King; Cynthia McKoy; Zachary Bridgers, SGA president; and Missi Hester, recorder.

At 5:35 p.m., Chairman Dennis Troy announced that a quorum of members was present, called the meeting to order, and asked if any trustee had a conflict or an appearance of conflict of interest. There were none.

Chairman Troy welcomed Ms. Ashley Trivette to the board.

Dr. Gemma gave a prayer.

Ms. Hester called the roll.

The open session and closed session minutes of the December 6, 2016, meeting were approved with a motion by Ms. Andrews and second by Dr. Gemma. The motion carried.

Student Government Association Report:

Zachary Bridgers, SGA president, gave the report for the Student Government Association. Mr. Bridgers stated that the association had recently participated in etiquette training.

Mr. Bridgers told the group that for the past eight years the Student Government Association has distributed t-shirts to students at the beginning of the semester in an effort to show school spirit and to advertise the college. He stated that the SGA is working to recruit new members. Mr. Bridgers reported that a student safety day will be held in March to focus on texting and drunk driving awareness.

Faculty Senate Report:

Jeff Kornegay presented the faculty senate report. Mr. Kornegay reported that on Tuesday, February 14, Ms. Beth Copeland, a professor at Methodist University, will give a reading in the college library at 11:00 a.m. Mr. Paul Bohem will be presenting

information regarding world cultures and religions on February 27 at 11:00 a.m. in the library. Mr. Ray Sheppard and Mr. Jay Watson will be presenting a workshop regarding student engagement in online and seated classes. Mr. Kornegay further stated that on March 20, Mr. Mark Cox, a professor at the University of North Carolina, will provide a program for students and employees. A program to honor Dr. Martin Luther King, Jr. will be held on January 24 in the college auditorium at 11:00 a.m. Mr. Arthur Bullock will be the speaker for the program.

Mr. Kornegay informed those present that the college has received a grant in the amount of \$125,000 from the GlaxoSmithKline Foundation to enhance the Learning Enhancement Center. The college is also receiving a grant provided by the Duke Energy Foundation for \$9,750. Both grants will be used in the learning enhancement center to help to improve writing skills.

Bladen Community College Foundation Report:

Dr. William Findt discussed recently endowed Foundation scholarships with the board. The FinnSwiim scholarship and the Essic Williams scholarship have recently become endowed at \$10,000. Dr. Findt read from the February 2008 board minutes regarding the scholarship to honor Mr. Williams. Dr. Findt asked that the board approve that the family be permitted to change the guidelines by which the scholarship is granted. The scholarship was originally named the Essic Williams Trustee scholarship and Dr. Findt asked that it be renamed the Essic Williams scholarship.

Mr. Petteway moved that the name of the Essic Williams Trustee scholarship be renamed the Essic Williams scholarship and to allow the Williams family to change the guidelines of the scholarship as needed. The motion was seconded by Dr. Gemma. The motion passed.

Ms. Smith asked that Ms. Burney provide the trustees information regarding endowing scholarships.

Academic and Student Affairs Committee Report:

Mr. Kornegay updated the board on the Early College initiative that is being undertaken by the college and the Bladen County Schools. He stated that the grant for funding the Early College proposal has moved forward. The next level of approval will be in February or March when the State Board of Public Instruction, the State Board of Community Colleges and the Board of Governors for the UNC System will meet to discuss approving the initiative. Mr. Kornegay stated that with the applications approved by the three boards, the Department of Public Instruction (DPI) will request funding by the state legislature. Mr. Kornegay noted that if state funding is not received it is unlikely that the early college initiative would move forward.

Mr. Kornegay presented information regarding the termination of the school-age education (A55440) curriculum certificate program for approval by the board.

Mr. Kornegay stated the North Carolina Community College System has requested colleges review and terminate programs with low demand. Mr. Kornegay stated that the college has received approval by the state to terminate the program.

Ms. Smith made the motion to approve the termination of the school-age education (A55440) curriculum certificate program. Mr. Petteway seconded the motion and the vote carried with Mr. Hammond abstaining from the vote.

Building/Facilities/Grounds Committee Report:

Mr. Jay Stanley gave a report on the STEM and continuing education building projects. Mr. Stanley reminded the board of the funding sources for the STEM building.

Mr. Stanley stated that LS3P has submitted the schematic design for the continuing education building to the State Construction Office. This facility is being funded by the Connect NC bond in the amount of \$6.4 million.

Ms. Sondra Guyton provided information regarding classes taught at the East Arcadia Center and the senior center during 2016. Ms. Guyton stated that the college earned \$20,000 on classes taught at the center. The total operating expenses of the center was \$84,352, which includes the salaries for the center director and administrative assistant. Ms. Guyton answered questions pertaining to operating and facility costs of the center. Additional ways to promote the activities and programs offered at the center were discussed.

Dr. Findt stated that the college's lease for the East Arcadia Center ends in September and renewal of the lease will be discussed with the board nearer to the lease expiration date.

Fiscal Affairs Committee Report:

Mr. Stanley presented the second quarter financial reports. Mr. Petteway stated that the college is financially on track for the state and local budget. Mr. Stanley stated that one percent of the funds was held in reserve as requested by the System Office. He reported that the college has received notification that the college no longer has to hold these funds in reserve.

Mr. Troy asked if the budget is currently in line and Mr. Stanley stated that it was.

Mr. Stanley presented the revised travel policy for review and approval. Mr. Petteway stated that the change has been mandated by the state. The policy revision is applicable to individuals who choose to drive his or her personal vehicle for convenience. Prior to the change, an employee may have been reimbursed for miles driven in excess of 75 miles at the college reimbursement rate of \$.30 per mile. Now, an employee will

receive the college reimbursement rate of \$.30 cents per mile up to 100 miles per day with additional miles reimbursed at the rate set by the IRS, currently at \$.17 per mile. The revised policy more clearly states the required language by removing bulleted points no longer in the requirements and including the bulleted language within the provision.

Mr. Petteway made the motion to approve the revised travel policy number 4.07 and Mr. Hammond seconded the motion. The motion carried unanimously without further discussion.

Personnel Committee Report:

A closed session was held to discuss a personnel matter.

President's Report:

Ms. Hester reported that the North Carolina Association of Community College Trustees Law/Legislative seminar will be held March 29 through March 31 at the Raleigh Marriot Crabtree Valley. Ms. Hester asked that trustees contact her if they are interested in attending. Mr. Troy encouraged members of the board to attend the seminar.

Dr. Findt shared employment positions currently available at the college. Applications for the positions are due by January 31, 2017.

Dr. Findt provided a cost calculation document for the criminal justice program. He stated that a cost analysis would be calculated for all the programs.

At 6:42 p.m. following a motion by Mr. Petteway and a second by Ms. Andrews, Mr. Troy stated that pursuant to Statutes G.S. 143.318.11(A6) the board would go into closed session to discuss legal issues with the college attorney.

Mr. Petteway moved that the board return to open session, seconded by Dr. Gemma; motion carried and the board returned to open session at 6:49 p.m.

Old Business:

No old business was brought before the Board.

New Business:

No new business was brought before the Board.

Unfinished Business:

No unfinished business was brought before the Board.

At 6:51 p.m., Chairman Troy thanked everyone for attending. The meeting adjourned with a motion by Ms. Smith and a second by Ms. Andrews.

Dennis Troy, Chairman

William Findt, Secretary