

**Bladen Community College
BOARD OF TRUSTEES MEETING
Minutes of February 28, 2017**

Members Present: Dennis Troy, chair; Frank Gemma, vice chair; Mary Andrews; Albert Beatty; Pam Benton; Ricky Leinwand; Hayes Petteway; and Charlotte Smith.

Members Absent: Landon Bordeaux; Larry Hammond; James McVicker; and Ashley Trivette.

Others Present: William Findt; Jeff Kornegay; Sondra Guyton; Barry Priest; Jay Stanley; Linda Burney; Lisa DeVane; Tiina Mundy; Zachary Bridgers, SGA president; and Missi Hester, recorder.

At 6:05 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.

Mr. Troy gave a prayer.

Ms. Hester called the roll.

The open session and closed session minutes of the January 20, 2017, meeting were approved with a motion by Mr. Beatty and second by Mr. Leinwand. The motion carried.

Student Government Association Report:

Zachary Bridgers, SGA president, gave the report for the Student Government Association. Mr. Bridgers reported that a texting and drunk driving awareness presentation will be held on Wednesday, March 22, from 10:00 a.m. through 12:00 p.m. This event is replacing the annual spring fling and is being sponsored by the student government and the college health and safety committee.

Mr. Bridgers stated that the SGA is working to recruit new members and that the SGA election will be held in the fall.

Bladen Community College Foundation Report:

Ms. Linda Burney provided information regarding scholarships and ways to contribute to the foundation. Information was provided regarding descriptions of current scholarships. Ms. Burney distributed information regarding area employers who match employee contributions to the foundation. She also provided information concerning the funding amount of the scholarships that were awarded during the previous year.

Ms. Burney informed those present of upcoming activities of the foundation. The annual scholarship luncheon will be held on March 16 in the college auditorium with Mr. Matthew Batten as the keynote speaker. The kickoff of the all campus appeal is April 3. The spring board of directors meeting is scheduled for April 3 and the foundation is assisting continuing education with professional assistants day on April 26. An attorney/CPA luncheon will be held on May 4, 2017, and the topic will be planned gifts. Mr. Jim Dodson will be the guest speaker. Ms. Burney stated that the foundation hopes that an alumni social will be held on May 12. She informed those present that 2,811 alumni have been identified. An event titled "Cash on the Vine" is scheduled to be held at Lu Mil Vineyard. The event is being sponsored by the vineyard and the Johnny Folsom 4 band will be performing. The seafood and sunset fundraiser is scheduled to be held on October 12.

Faculty Senate Report:

Lisa DeVane presented the faculty senate report. Ms. DeVane reported that on Monday, March 20, Mr. Mark Cox, a professor at the University of North Carolina at Wilmington, will provide a program for students and employees in the college library at 11:00 a.m. A STEM fair showcasing student work will be held in the college auditorium on April 12 beginning at 10:00 a.m. Ms. DeVane stated that college welding students will also be participating in the SkillsUSA competition in April.

Ms. DeVane informed those present that the college has opened a writing center to help improve student writing skills in the Learning Enhancement Center. The center has been made possible with the support of a grant in the amount of \$125,000 from the GlaxoSmithKline Foundation and a grant provided by the Duke Energy Foundation for \$9,750.

Ms. DeVane stated that advisory committee meetings are being held this spring by the various departments on campus. Ms. Smith asked how individuals are selected to serve on the advisory committees. Ms. DeVane told her that college employees contact local employers and ask them to serve on the committees so that the college can obtain a better understanding of what the employers need the college to teach individuals who will be seeking employment upon graduation.

Academic and Student Affairs Committee Report:

Mr. Kornegay provided the results of the Carl D. Perkins monitoring report. He stated that the site visit was held on February 1, 2017, by Dr. Julia Hamilton, coordinator of the career and technical programs at the System Office. The college receives \$72,000 in Perkins funds and a letter was received from Dr. Hamilton stating that no findings were noted and that the college went above and beyond in addressing each of the nine required activities under the Act.

Perkins funds are primarily used for the CTE areas of the college.

Ms. Sondra Guyton reported on the initiative with Instituto Politécnico Bilingüe Gosén in Panama. Ms. Guyton stated that the college had visitors from Panama in January to see how the college offers some of its curriculum programs and workforce development short-term skills training. She told those present that the visitors were impressed with how the college offers these programs and they have decided to model some of their programs in Panama similar to the colleges' programs. English as a second language, the high school programs, and the welding program are the areas of interest for the Panamanians.

Ms. Guyton informed the group that BCC has contacted Caldwell Community College to gather more information about how to conduct international programs because of its experience in this area. Caldwell advised the college to set up the programs as occupational, self-supporting. BCC will not earn FTE with this method and the Panamanian school would be responsible for all of the instructional costs of the courses taught. The profits may be invested back into programs at BCC.

Ms. Guyton stated that Mr. Victor Cedeno will return to sign a memorandum of understanding between the two institutions on Friday, March 3, 2017. The courses will be delivered via ITV and approximately ten Panamanian students are expected to attend the college to train in welding and to earn the NCCER certification.

Ms. Tiina Mundy presented the Tobacco Truth Initiative grant report. Ms. Mundy reported that the college initially received the grant in December 2015 in the amount of \$5000. A taskforce was formed that included college employees and students. The group gathered information about tobacco use on campus and participated in events to help educate individuals about the use of tobacco products. Ms. Mundy stated that the college was notified in November 2016 that it was awarded the grant for a second year in the sum of \$3,000.

Ms. Mundy reported that 39 out of 58 community colleges in North Carolina are tobacco free. Seventeen campus are smoke free. Ms. Mundy stated that national "Kick Butts Day" is March 15 and the taskforce will use the event to further educate individuals about the effects of tobacco use. Pizza, t-shirts, and lunch bags will be distributed during the event.

Building/Facilities/Grounds Committee Report:

Mr. Jay Stanley gave a report on the Economic Development Administration STEM building. Mr. Stanley stated that he and Mr. Sanford Cain had provided information to Mr. Asa Williams of the Economic Development Administration that showed the process the college followed in the selection of a designer for the STEM building. Mr. Williams accepted the information and is allowing the college to proceed with HH

Architecture as the designer of the STEM building. HH Architecture's original design fee proposal submitted in January was \$217,400 and a second proposal submitted in February was \$199,150. Mr. Stanley stated both proposals were over budget. A third proposal of \$124,000 was submitted from HH Architecture on Wednesday, February 15 and the college submitted the fee proposal to the State Construction Office (SCO) for review and approval on February 20. The SCO accepted the fee proposal and on February 24, the college received the design contract from HH Architecture to be signed and returned.

Mr. Stanley provided an update on the continuing education building project. Mr. Stanley reminded the board that LS3P has submitted the schematic design for the continuing education building to the SCO. The SCO has approximately 30 days to review the schematic design proposal. The schematic design proposal was approved by the SCO, which allows the college to move forward to the design development phase. Mr. Boney came to the college in February and met with individuals to discuss the design of the facility. Mr. Stanley told the group that another meeting is planned in March with Mr. Boney.

Ms. Guyton reported that the college has been named a Tree Campus USA college. A celebration has been planned for April 7 at 11:00 a.m.

Fiscal Affairs Committee Report:

Mr. Stanley presented the BCC foundation audit report. He stated that the foundation audit report was presented to the foundation executive committee by Mr. Bryon Scott of Thompson, Price, Scott, Adams & Co., P.A. on January 10, 2017. There were no issues with internal controls, no deficiencies, no difficulties with management, and no findings. Mr. Stanley reported that the foundation executive committee approved the audit as presented. The final financial balance in 2015 was \$737,180. The balance increased to \$753,663 by the end of 2016.

Mr. Petteway reported that the foundation investment is up approximately 8% and is currently at \$702,633.

Personnel Committee Report:

Mr. Jeff Kornegay presented the No Tobacco Use on Campus policy 8.01 for review and approval. Mr. Kornegay stated that the policy has been changed to reflect a no tobacco use on campus to include vapor-producing products. Education and smoking cessation assistance has been made possible due to the Truth Initiative grant funding. The effective date for implementation of the policy is June 1, 2017. Discussion followed regarding FTE and how to enforce the policy.

A motion was made by Mr. Petteway to adopt the no tobacco use on campus policy and Dr. Gemma seconded the motion. The motion passed.

Mr. Stanley presented the bonus for full-time employees for approval. Mr. Stanley reported that there is a balance remaining of non-recurring state funds of \$13,707. Mr. Stanley recommended that county and institutional employees receive the bonus. The bonus will be approximately \$116 for each full-time employee.

The bonus for full-time employees was approved with a motion by Mr. Petteway and second by Ms. Smith. The motion carried.

President's Report:

Mr. Barry Priest reported that the college student loan default rate has dropped to 26.9%, which is below the federal government required threshold of 30%. Bladen Community College no longer participates in a student loan program.

Mr. Priest reported information regarding student awards. He informed those present that the 2017 Academic Excellence Award recipient for Bladen Community College is Mr. Anthony Ray Canady. Ms. Janet Nunez Mesa, who is enrolled in the early childhood education program, has been nominated for the Dallas Herring Achievement Award. Ms. Amber Johnson, Student Government Association vice president and BCC ambassador, has been nominated for the Governor Robert W. Scott Student Leadership Award. Mr. Priest stated that these students will be recognized during the student awards ceremony that is scheduled to be held on Wednesday, April 5, at 11:00 a.m. in the college auditorium. He invited those present to attend.

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 informed those present that Ms. Connie McKinney, North Carolina Community College System Compliance Examiner, is currently performing the college's program records audit. Ms. McKinney is reviewing college records for continuing education and curriculum areas.

Dr. Findt reported that Ms. Linda Burney has been employed full-time as the college foundation director. Ms. Stephanie Gonzalez has been employed as the community service and records specialist. Both begin full-time employment on March 1.

Dr. Findt informed those present that several areas of the college participated in a "Career Awareness Day" for area eighth graders. The event was held at Elizabethtown Middle School.

Ms. Smith asked if there is an area on the college website where all of the dates mentioned during the meeting may be found. A calendar is located on the “News and Events” section of the college website.

At 7:55 p.m. following a motion by Ms. Andrews and a second by Mr. Beatty, Mr. Troy stated that pursuant to Statutes G.S. 143.318.11(A6) the board would go into closed session to discuss a personnel matter.

Mr. Petteway moved that the board return to open session, seconded by Ms. Andrews; motion carried and the board returned to open session at 7:59 p.m.

Old Business:

No old business was brought before the Board.

New Business:

Dr. Gemma and Mr. Troy shared information regarding the Association of Community College Trustees seminar held in Washington, DC, during February 2017.

Unfinished Business:

No unfinished business was brought before the Board.

At 8:05 p.m., Chairman Troy thanked everyone for attending. The meeting adjourned with a motion by Ms. Andrews and a second by Mr. Leinwand.

Dennis Troy, Chairman

William Findt, Secretary