



BOARD OF TRUSTEES TELEPHONIC MEETING
Minutes of Tuesday, March 23, 2021

CALL TO ORDER

At 6:01 p.m., Chairman Dennis Troy called the meeting to order and thanked the group attending in-person and virtually for their commitment to Bladen Community College. Mr. Troy read to the group the Statement of Ethics Awareness for the State of North Carolina. Mr. Troy asked if any trustee had a conflict or an appearance of a conflict of interest. There were none.

ROLL CALL

Missi Hester called the roll.

BOARD MEMBERS PRESENT

Dennis Troy, chair; Frank Gemma, vice-chair; Bruce Dickerson; Ricky Leinwand ; and Hayes Petteway

BOARD MEMBERS PRESENT VIA CONFERENCE CALL/ZOOM

Mary Andrews; Pam Benton; Lillian Bryant; Brian D. Campbell; Joseph Rozier; and Whitley Ward

BOARD MEMBERS ABSENT

Ray Britt

OTHERS PRESENT

Amanda Lee; Barry Priest; Jeff Kornegay; Sondra Guyton; Jay Stanley; Joy Grady; Tiina Mundy; Alan Wooten, General Manager/Editor, *The Bladen Journal*; and Missi Hester, recorder

OTHERS PRESENT VIA CONFERENCE CALL/ZOOM

Linda Burney; Lacie Jacobs; Crystal Dowd; Ashley Norris; Charlotte Smith of Bladen Online; and Gary Grady, Board Attorney

APPROVAL OF TELEPHONIC BOARD OF TRUSTEES MEETING

Mr. Troy called for a motion to proceed telephonically with the March 23, 2021, Board of Trustees meeting in accordance with North Carolina General Statute 143.318.113 for the safety of college staff and the trustees due to the COVID-19 crisis. Frank Gemma made the motion to conduct the meeting telephonically. The motion was seconded by Mary Andrews and carried unanimously by roll call.

Ricky Leinwand provided an anecdote and prayer. Hayes Petteway led the group in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

Mr. Troy presented the meeting agenda for Tuesday, March 23, 2021, for review and approval. Ms. Andrews made the motion to adopt the meeting agenda. The motion was seconded by Dr. Gemma and carried unanimously by roll call.

CONSENT AGENDA FOR ACTION ITEMS

The consent agenda was presented by Mr. Troy. The action item for the March 23, 2021, meeting included approval of the minutes for the February 19, 2021, meeting. Mr. Troy asked if any member of the Board felt as though the action item needed to be moved to the regular agenda for further discussion and the Board came to the consensus that the item did not need further discussion. The consent agenda for the March 23, 2021, meeting was approved with a motion by Dr. Gemma and a second by Joseph Rozier. The motion carried by roll call.

STUDENT GOVERNMENT ASSOCIATION REPORT

Ashley Norris, secretary for the SGA, provided a report on behalf of the Student Government Association. Ms. Norris reported that SGA elections will take place during March and the organization is seeking a president, vice-president, secretary, public information officer and two senators to serve during the 2021-2022 school year. Fall elections to elect nine additional senators will take place September 14 and September 15. Ms. Norris also stated that the SGA is planning an etiquette workshop to take place in April. She told the board that using proper etiquette helps when interviewing for jobs. Ms. Norris reported that the SGA goals are civic engagement, student advocacy, and enhancing operations of the SGA through training to education and empower BCC students.

Mr. Troy asked if there were questions or comments from the trustees. He thanked Ms. Norris for her report.

Barry Priest recognized BCC students who have been nominated for awards. He reported to the Board that Hannah Wheelless has been nominated as the 2021 Academic Excellence Award recipient for Bladen Community College. Mr. Priest stated that each community college in the state nominates a recipient for this award. Miss Wheelless, a CCP student and BCC ambassador, will receive a plaque and medallion provided by the North Carolina Community College System during the 2021 commencement ceremony.

Mr. Priest reported that Cecil Butler has been nominated for the Dallas Herring Achievement Award. This award was established by the North Carolina Community College System in 2010 to honor the late Dr. Dallas Herring, one of the state's earliest advocates of community colleges. The award is bestowed annually upon a current or former student who best represents Dr. Herring's philosophy of "taking people where they are and carrying them as far as they can go."

Mr. Priest stated that SGA president Michael Dunbar has been nominated for the Robert W. Scott Leadership Award and his application will be submitted to the North Carolina Community College System. This award recognizes students for their leadership and service. Six finalists from across

the state will be chosen as finalists for the award. The recipient will receive a plaque and \$1000 and each finalist will receive \$250.

Mr. Troy thanked Mr. Priest for his report.

FACULTY AND STAFF REPORTS

Mr. Troy called on Lacie Jacobs to provide reports for the faculty senate and staff council. He also congratulated Ms. Jacobs for being hired at Southeastern Community College as the Vice President of Administrative Services/Chief Operating Officer. Mr. Troy thanked her for work at Bladen Community College.

Ms. Jacobs stated that the history department has transitioned to free, open access, online textbooks for most of the history and COM classes to reduce costs and make them more easily accessible for students. The Sigma Kappa Delta English Honors Society will hold a virtual ceremony to induct 18 candidates. Ms. Jacobs reported that the 10th edition of the Ink Quill is currently being printed.

Ms. Jacobs stated that instructors in the electrical systems technology, industrial systems technology, and mechatronics systems departments recently attended professional development on how to use the Studio 5000 software for the Allen Bradley PLC.

Four instructors for the business technology department attended the North Carolina Computer Instructors Association virtual conference and several instructors will be attending the North Carolina Distance Learning Association's virtual conference in March. Ms. Jacobs stated that the College is one of twelve community colleges in the state that is authorized to teach CSC 118 Swift Programming I and CSC 218 Swift Programming II. An on-line grant writing course is will be offered during the fall 2021 semester.

Ms. Jacobs reported that the staff council has not met since the previous board meeting. The council has discussed a potential staff council scholarship. Ms. Jacobs told the board that the council is working with the College IT department to provide a link on the College website so that any individual would be able to provide feedback and suggestions anonymously. The second opportunity is an "Aligning Priorities" survey that will be sent to the staff council to identify topics of discussion by priority level to determine how to make a strategic impact on the students, the College, and the community.

Ms. Jacobs stated that Travis Locklear, director of college readiness, will assume her duties as chair of the staff council. She asked if there were questions. Ms. Jacobs received congratulations on her new position at Southeastern Community College.

BLADEN COMMUNITY COLLEGE FOUNDATION REPORT

Linda Burney provided the BCC Foundation report. Ms. Burney gave an update regarding the "Gala-To-Go" fundraiser event. She stated that the inaugural event went well and the College ambassadors looked great. Ms. Burney reported that 134 meals were served during the three-hour

event. There were 23 sponsorships and 13 volunteers for the fundraiser. She told the Board that Barefoot's Sandwich Shop at the Farmer's Market was the perfect location for the event. Ms. Burney thanked Bo Barefoot for his assistance and generosity.

Ms. Burney reported that the Mundell non-traditional student agri-business scholarship has been signed and will be instituted in the fall. She stated that a summer scholarship program is being considered. Presently the Finn Swiim scholarship is the one endowed scholarship designated for the summer semester.

Ms. Burney stated that applications for the College Ambassador Program have been mailed to 236 eligible students. The deadline to apply in April 15, 2021.

Ms. Burney publicly thanked Lacie Jacobs for her work with the Foundation.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT

No academic and student affairs committee report was given.

BUILDING/FACILITIES/GROUNDS COMMITTEE REPORT

Jay Stanley provided information regarding a sound issue in the workforce development building. Mr. Stanley stated the facilities department is investigating options to help remedy how sound carries in the building. Mr. Stanley reported that there are funds available for this project.

FISCAL AFFAIRS COMMITTEE REPORT

Mr. Stanley provided the Sound Fiscal and Management Practices BCC policy number 7.07 for review and approval. He stated that the policy was created to comply with the North Carolina Community College State Board Code 1A SBCCC 200.4 Sound Fiscal and Management Practices. The code states that local boards of trustees shall adopt policies that assure a community college has sound fiscal and management practices. North Carolina General Statutes 115D-6.5 references sound fiscal and management practices and it is necessary to have a policy detailing what constitutes these practices.

Mr. Petteway made the motion to adopt the sound fiscal and management practices BCC policy number 7.07. Mr. Leinwand seconded the motion and it was approved by roll call.

Mr. Stanley provided a brief update of the College budget. He stated that the budget continues to be in good order. Mr. Stanley reported that there have been two state budget call backs of approximately \$161,000. He told the Board that the College had reserved adequate funds in anticipation of call backs and that additional funds are still available in reserve. Mr. Stanley provided information regarding the county budget and stated that it is in-line.

Mr. Petteway presented the Foundation Investment Committee Report. To date, the investments total approximately \$1,153,000, a decrease from the previous amount of \$1,183,214 reported during the February 2021 board meeting. Mr. Petteway stated that the committee continues to be pleased with the services of Morgan Stanley.

PERSONNEL COMMITTEE REPORT

Ms. Andrews asked Missi Hester to provide information regarding the annual presidential evaluation process. Ms. Hester stated that the 37-question evaluation survey link would be emailed to each trustee later that week. She stated that the survey would close the first week of May so that the results could be compiled and given to Ms. Andrews. Ms. Hester told the group that during the May 25 board of trustees meeting, the board would go into closed session to discuss the results. The results will then be given to Dr. Lee and a letter from Mr. Troy detailing the results will be sent to the chair of the State Board of Community Colleges by June 30, 2021.

Ms. Hester asked if there were questions. There were none.

PRESIDENT'S REPORT

Dr. Lee began her report by updating the board on various audit reports. She stated that the College had received a clean audit from the NC State Approving Agency regarding maintenance of the VA benefits/GI Bill. The College has worked with the Department of Defense Voluntary Education Program to ensure that proper compliance guidelines are being met by the College. Dr. Lee reported that the Office of Civil Rights (OCR) has been on campus to assess the campus facilities. She stated that the College has worked to address their recommendations and will be communicating with the county to address these concerns. Additional information will be provided as this process continues. Dr. Lee shared with the group that the FTE compliance audit has concluded and the College is awaiting the official notification report. The Nursing Assistant program has completed the regular accreditation review. Dr. Lee stated that the College continues to work on the Southern Association of Colleges and Schools Commission on Colleges (SACS-COC) reaccreditation report.

Dr. Lee asked that the trustees advocate on behalf of the College regarding the legislative requests that have been previously discussed. She stated that all were important items, particularly the request for budget stabilization to help manage the loss in enrollment. The majority of community colleges in the state are asking to be held harmless for the 2020-2021 year. This means the budget would not be based on enrollment for this year when the budgets are calculated, instead the budgets would be based on the year before and the year after. Dr. Lee also provided information regarding additional funds received from the Federal government.

Dr. Lee reported to the Board that an employee of the College received an email from *The Robesonian* and since she was anticipating receiving an email from this business, she clicked on the link contained in the email. This caused the same email to be sent to all of her contacts. As a precaution, the College has contacted our insurance company who advised that the College to hire a forensics company to investigate and monitor all activity. An update will be given.

Dr. Lee provided a COVID update and stated in-person meetings and activities on campus are increasing. She also reported upcoming events to the Board.

OLD BUSINESS

No old business was reported.

NEW BUSINESS

No new business was reported.

UNFINISHED BUSINESS

No unfinished business was provided.

ADJOURNMENT

Chairman Troy thanked the trustees for their service and commitment to the College. At 7:05 p.m., the meeting adjourned with a motion by Mr. Petteway and a second by Ms. Andrews. Motion carried.

Dennis Troy, Chairman

Amanda Lee, Secretary