

Bladen Community College
BOARD OF TRUSTEES MEETING
Minutes of May 22, 2018

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

Members Absent: James McVicker; Hayes Petteway; Charity Taylor, SGA president.

Others Present: William Findt; Jeff Kornegay; Sondra Guyton; Barry Priest; Jay Stanley; Sharon Coe; Marva Dinkins; Mayor Perry Blanks and members of the East Arcadia Town Council; Gary Grady, board attorney, and Missi Hester, recorder.

At 6:10 p.m., Chairman Dennis Troy called the meeting to order and thanked those present for their attendance. Mr. Troy 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 minutes of the April 24, 2018, and May 9, 2018, meetings were approved with a motion by Charlotte Smith and second by Frank Gemma. The motion carried.

Student Government Association Report:

Barry Priest gave the report for the Student Government Association. Mr. Priest stated that the members of the SGA for the 2017-2018 academic year had recently graduated. He informed the board that SGA president Charity Taylor plans to pursue a bachelor's degree in emergency medical science from Western Carolina University.

The SGA provided a hamburger lunch for individuals who participated in the graduation practice on Tuesday, May 15. The SGA is sponsoring two students participating in the national SkillsUSA competition in Louisville, Kentucky in June.

Mr. Priest stated that Adriana Quiroz will serve as SGA president for 2018-2019 academic year. Ms. Quiroz will attend the next board meeting on Tuesday, June 26.

Faculty Senate Report:

Sharon Coe presented the faculty senate report. Ms. Coe informed the group of recent certifications earned by students and reported that history instructor Mr. Cliff Tyndall has been awarded the Excellence in Teaching Award at Caldwell Community College, where he teaches history and geography through an interactive television system in the distance learning department.

Ms. Coe stated that the work-based learning program had been very successful. She explained that this program is similar to an internship for second-year students. Several students completed 160 hours of work at the following locations: Blondes hair salon, LS Robeson Electric, Inc., International Paper, North Carolina Cooperative Extension, North Carolina Department of Public Health, NCWorks Career Center, WBLA 1440 The Branch Radio Station, and various departments at BCC.

Ms. Smith asked how individuals could request an intern for their business. Ms. Coe stated that Lee Anne Bryan is the coordinator for the work-based learning program and she contacts businesses to see if they are interested in allowing students work at their business. The students are placed in businesses according to their education and skills. Dr. Findt stated that his office could also be contacted for more information regarding this program.

Mr. Troy thanked Ms. Coe for her report.

Bladen Community College Foundation Report:

There was no foundation report.

Academic and Student Affairs Committee Report:

Marva Dinkins welcomed the board to the East Arcadia Center. Ms. Dinkins provided a list of courses taught at the center during the 2017 summer and fall semesters and the 2018 spring semester.

Ms. Smith asked how the classes had been promoted in the community. Ms. Dinkins stated that information regarding the classes had been shared in churches, advertised in the East Arcadia newsletter and by word of mouth. Ms. Dinkins stated that surveys are being taken to determine what type of courses the area is interested in.

East Arcadia town council member Rhonda Hall presented Dr. Findt with a quilt made by the quilting class. Ms. Hall stated that the quilt was being presented to Dr. Findt to show appreciation for the educational opportunities provided to the citizens of East Arcadia. Dr. Findt thanked the group for the gift.

Mr. Troy thanked Ms. Dinkins and her staff for their work at the center and for the food they provided for the board meeting.

Mr. Priest provided the summer registration report. He reported that 472 students have registered for the 2018 summer semester. Enrollment for the 2017 summer semester was 429. Registration will continue until Monday, June 4. Mr. Priest stated that the increase in enrollment may be attributed to year-round pell grant funding. He stated that students are cautioned against taking more than six credit hours due to the summer semester being a condensed semester of eight weeks.

Sondra Guyton provided information regarding the National Center for Construction Education and Research (NCCER) student completion. Ms. Guyton stated that the NCCER curriculum has been integrated into the curriculum and continuing education trade programs. Students now have the opportunity to earn industry-recognized credentials. Ms. Guyton stated that she and Dr. Findt attended a ceremony for 22 bilingual students who earned 84 industry-recognized credentials on Saturday, May 12. She stated that the students were extremely appreciative of the opportunity provided for them through the college to be able to earn the credentials.

Jeff Kornegay provided an update on the Bladen Early College program. Mr. Kornegay stated that the college is currently preparing facilities for the program by renovating restrooms and painting. The college is also receiving bids for movable walls. Mr. Kornegay stated that the walls would be used to configure instructional space as needed.

Mr. Kornegay reported that the Bladen County Board of Education approved the Memorandum of Understanding between the college and the public schools on May 14, 2018. A Bladen Early College advisory committee meeting was held on May 17. Ms. Smith and Mr. Troy participated in the meeting. A picnic for parents, students and instructors will be held on Monday, July 23. An open house will be held on August 2 and the first day of class for early college students is Monday, August 6.

Mr. Kornegay stated that 52 students have been selected to begin the program in August. Applications will be accepted through July 31, 2018.

Building/Facilities/Grounds Committee Report:

Mr. Stanley provided an update on the continuing education building project. Mr. Stanley thanked the board for its participation in the called board meeting on May 9, 2018. The board awarded the construction contraction to Graka Builders, Inc. for the continuing education building during the meeting. Mr. Stanley informed the board that the State Construction Office (SCO) supplies a contractor award letter template that must be submitted back to the SCO with the following attachments: certified bid tabulation, designer's recommendation for award letter, low bid contractor proposal, Minority Business Enterprise (MBE) documentation-affidavit C and a bid summary sheet. Mr. Stanley submitted the letter and attachments on May 11, 2018. The SCO will review the information and verify that state funds are available for the project. Mr. Stanley stated that the process will take approximately three weeks.

Mr. Troy asked if the funds are available and Mr. Stanley stated that they are.

Mr. Stanley provided an update on the STEM building project. During the previous board meeting it was reported that the college had received approval to accept bids for the project. Mr. Stanley stated that during the first week of May advertisements for bids were published in various publications. On May 15, six contractors attended a pre-bid meeting where HH Architecture, the design firm for the project, discussed in detail the requirements for the bid. Mr. Stanley reported that architectural drawings,

construction documents and other required paperwork was mailed to the Economic Development Administration (EDA) for approval. The bid opening is scheduled for Thursday, June 7 at 2:00 p.m.

Fiscal Affairs Committee Report:

Mr. Stanley presented the uncollectible accounts receivable less than \$50 for review and approval. The total request of debt to write-off totals \$116.88.

Mr. Leinwand made the motion to accept the amount as presented. Ms. Smith seconded and the motion carried unanimously.

Mr. Stanley explained the proposed FY 2018 – 2019 fee schedule, effective July 1, 2018. He stated that there are seven fee increases and five new fees. Two fees have been removed from the schedule. The associate degree nursing (AON) package and practical nurse education package (PNE) fees are increased and modified to a variable payment schedule to better reflect actual student cohorts. The NC nurse exam, nursing 117, science lab access, and CPR card fees are increasing to cover costs.

The Heart Saver CPR card fee is a newly established fee for the new Heart Saver CPR course. The E-Transcript fee (electronic transcript exchange registry) and E-Transcript Fee (out of network recipient) are newly established fees for online transcript access. The NAEMT (initial) card and NAEMT (renewal) card fees are newly established fees to support the National Association of Emergency Medical Technician program.

The fees associated with the off-site physical education program are being removed.

Mr. Leinwand made the motion to accept the proposed FY 2018 – 2019 fee schedule. Mr. Hammond seconded and the motion carried unanimously.

Foundation Investment Committee Report:

Mr. Stanley provided the foundation investment committee report. He reported that a representative from the Sizemore Group met with members of the foundation committee on May 8, 2018 to discuss the college foundation investments.

Personnel Committee Report:

Ms. Andrews stated that the personnel committee of the board would meet on Tuesday, June 5, 2018, at 12 noon, to open, review and chose vendors to recommend to the full board for the presidential search.

East Arcadia resident Brianna Graham addressed the board with her concerns regarding the lack of seating for the 2018 curriculum graduation ceremony. Ms. Graham was assured that this issue would not happen in the future.

A motion was made at 7:15 p.m. by Ms. Smith to go into closed session to discuss a Dr. Findt's evaluation results. Dr. Gemma seconded and the board went into closed session.

At 7:25 p.m., the board returned to open session with a motion from Mr. Hammond and second by Ms. Smith.

Ms. Andrews gave a report on Dr. Findt's evaluation. Ms. Andrews stated that she had received 10 of 11 evaluations and that the information was compiled during a meeting of the personnel committee on Thursday, May 17, 2018. The evaluation summary confirmations that Dr. Findt's overall evaluation is one of exceeding expectations. He continues to have excellent rapport with the board, faculty and staff, students, and in the communities served. The board is mandated by the State to respond by June 30 with Dr. Findt's evaluation information.

Dr. Findt thanked Mr. Troy and the board for their service and stated that he has enjoyed working at the college and with the Board. Dr. Findt was met with applause.

Ms. Smith made a motion to submit the president's evaluation letter and summary information to the State Board of Community Colleges. Ms. Trivette seconded the motion and it passed unanimously.

President's Report:

Dr. Findt stated that a review of the graduation ceremony had taken place and procedures would be put in place to ensure adequate seating for the ceremony in the future. He noted that approximately 800 individuals attended the 2018 ceremony. Dr. Findt reported that he had spoken with concerned individuals regarding the lack of seating for them for the ceremony.

Mr. Priest apologized to the board and stated that steps would be put in place so that this will not happen during future graduations. Mr. Troy thanked Mr. Priest for his comments.

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 7:40 p.m., Chairman Troy thanked everyone for attending and for the hospitality received at the East Arcadia Center. The meeting adjourned with a motion by Ms. Smith and a second by Ms. Benton.

Dennis Troy, Chairman

William Findt, Secretary