

Bladen Community College
BOARD OF TRUSTEES MEETING
Minutes of August 25, 2015

Members Present: Dennis Troy, chair; Frank Gemma, vice chair; Mary Andrews; Albert Beatty; Landon Bordeaux; Wayne Edge; Ricky Leinwand; Hayes Petteway; Charlotte Smith; Joan Washington; and James Johnson, SGA president.

Member Absent: Bruce Dickerson

Others Present: William Findt; Gary Grady; Jeff Kornegay; Sondra Guyton; Barry Priest; Sheila Dockery; Silas Acosta; Twyla Davis; Lisa DeVane; Cierra Griffin; and Missi Hester, recorder.

At 6:55 p.m., Chairman Dennis Troy announced that a quorum of members was present and called the meeting to order and asked if any trustee had a conflict or an appearance of conflict of interest. There were none.

Mr. Leinwand gave a prayer.

Ms. Hester called the roll.

The minutes of the June 23, 2015, meeting were approved with a motion by Ms. Washington and a second by Mr. Bordeaux.

The minutes of the closed session meeting held on June 23, 2015, were reviewed by the board and approved with a motion by Ms. Smith and a second by Ms. Washington.

Student Government Report

James Johnson, Student Government Association president, gave the report for the Student Government Association. Mr. Johnson reported that the SGA sponsored a club fair during new student orientation held on August 6.

Mr. Johnson stated that it was a great opportunity to introduce and encourage students to join Bladen Community College clubs.

Mr. Johnson informed the group that members of the SGA were available to speak with individuals in the student lounge during fall registration held on August 10 and 11. He stated that the group was busy encouraging school spirit.

Mr. Troy asked if there were comments or concerns. Mr. Troy thanked Mr. Johnson for his report.

Faculty Senate Report:

Lisa DeVane, chair of the Faculty Senate, reported that classes began on August 17 with only minor issues with registration of high school students. She stated that the issues are being resolved with the help of Ray Sheppard, Maurice Mitchell, and the public schools.

Ms. DeVane informed the board that the college had been approached by Antioch Christian Academy regarding students from the academy taking courses at BCC and ten students are expected to enroll. Ms. DeVane reported that orientation for tenth grade students would be held on August 31. There are approximately 100 Bladen County tenth grade students who will be taking "Success and Study Skills."

Ms. DeVane stated that the fall 2015 Writers Series will host Mr. Kevin Duffus and Mr. Alex Albright. On Tuesday, October 20, at 11:00 a.m., Mr. Duffus will speak on Blackbeard the pirate and his crew's fate. Mr. Albright will talk about A.R. Ammons' poetry on Monday, November 16, at 11:00 a.m. Both lectures will take place in the Student Resource Center. Ms. DeVane said that the history club will host UNCP history instructor Dr. Charles Beem, September 30 at 11:00 a.m. in the teaching auditorium. Dr. Beem will lecture on the rule of various British Queens.

Ms. DeVane said that the college hosted a math and science day on May 18, 2015, and a STEM summer camp on July 16, 2015. She told the group that earlier planning is needed in the future to maximize student participation for these events.

Dr. Findt stated that Ms. DeVane will deliver the address during the fall convocation ceremony on Tuesday, September 1, 2015, in the college auditorium. He invited those present to attend.

Bladen Community College Foundation Report:

Dr. Findt reminded those present of the Seafood and Sunset Foundation fundraiser to be held at Camp Clearwater, White Lake, on Thursday, October 1, at 6:00 p.m.

Academic and Student Affairs Committee Report:

Barry Priest introduced Cierra Griffin. Ms. Griffin is the college and high school programs coordinator. She began work at the college on July 20, 2015. Sondra Guyton introduced Silas Acosta, director of occupational extension.

Mr. Priest presented the fall 2015 curriculum registration report. He reported that registration is on-going, but at the present time approximately 1,150 students have registered for curriculum fall semester classes. He stated that enrollment will increase once the high school students are fully registered and the basic law enforcement class begins. Mr. Priest expects a total of approximately 1,340 students registered for the fall 2015 semester. He stated that legislation is now in place that permits qualifying high school sophomores to take one college course each semester at no charge. Mr. Priest stated that the college plans to enroll every tenth grade student attending East and West Bladen High Schools in ACA 115, Success and Study Skills. He shared with the group the number of students enrolled in each of the college's programs of study. Mr. Priest informed the board that Medical Office Administration program has 20 students currently enrolled and the Emergency Medical Science program has nine students enrolled. Both of these are new programs for the fall semester. Mr. Priest told those in attendance that enrollment is on target with that of fall semester 2014.

Twyla Davis presented the revised college mission statement for review and approval. Ms. Davis stated that the college mission statement is reviewed and revised every two years. She said that the mission statement was revised in August 2013. Ms. Davis informed those present that suggestions had been received from faculty and staff and the revised mission statement has a 93% satisfaction rating.

Mr. Petteway made the motion to approve the newly revised college mission statement. Ms. Smith seconded, and the motion passed unanimously.

The mission statement is displayed at the main entrance of building two. The approved mission statement is attached.

Building/Facilities/Grounds Committee Report:

Sheila Dockery reported on a request to the Bladen County Commissioners regarding reallocating funds for the for the roof repair of the Essic Williams Administration building to the sidewalk project. Ms. Dockery stated that \$25,000 has been allocated by the commissioners for the sidewalk project and \$10,000 was allocated for the roofing project. The total cost of the sidewalk project is \$31,466.50. The repairs to the flat portion of the Essic Williams Administration building began on Tuesday, August 25, and the estimated cost of the repair is \$7,250. Ms. Dockery stated that with the board's approval, the college would ask the commissioners to reallocate the remaining funds from the roof project to help cover some of the costs of the sidewalk project.

Mr. Petteway made the motion to approve the request to the Bladen County Commissioners for reallocation of funds from the roofing project to the sidewalk project. Mr. Beatty seconded, and the motion passed unanimously.

Fiscal Affairs Committee Report:

Ms. Dockery reviewed the college's 2014-2015 fourth quarter reports for county, state, and institutional funds. She reported that the 2014-2015 total county operating and capital outlay revenues was \$804,803. County operating revenues consist of \$760,803 in county appropriations, \$5,000 for the county scholarship program, and \$9,000 for rental of facilities from Wake Technical College. The county capital outlay revenues total \$30,000 for the bridge culvert project, HVAC replacement, and roof repairs.

Ms. Dockery presented the 2014-2015 current and capital state expense funds as \$9,630,537 at the end of the fiscal year. She stated that year to date expenses are \$9,434,802.68 and that \$157,883.82 is unexpended and will carry over for 2015-2016 fiscal year. Ms. Dockery asked if there were questions and there were none.

Ms. Dockery reported institutional revenue income for 2014-2015 as \$283,967.35 with expenses totaling \$236,716.37. She stated that the current unrestricted institutional fund balance as of June 30, 2015, was \$321,678.87. The total restricted institutional fund balance as of the end of the fiscal year is \$160,053.45. Ms. Dockery reported the total proprietary fund balance as \$779,507.14.

Dr. Findt stated that renovations have been made to the cosmetology department labs and the college bookstore using funds generated from those areas.

Ms. Dockery reported that the grand total institutional fund balance as of June 30, 2015, is \$8,692,610.60.

Ms. Washington made the motion to approve the fourth quarter financial reports as presented, Ms. Andrews seconded the motion. Mr. Troy asked everyone who agreed to raise their hands and the motion carried unanimously.

Mr. Petteway gave the BCC Foundation Investment Committee report. He informed the trustees that the committee would meet with Bing Sizemore of the Sizemore Group on Thursday, August 27, to review the by-laws and procedures of the investment committee. Mr. Petteway stated that Mr. Sizemore would report on the current economic climate for investing and present the college's foundation investment portfolio composition that the Sizemore Group recommends. Mr. Petteway reported that the Sizemore Group also manages funds for North Carolina State University and the University of North Carolina at Pembroke.

Dr. Findt reported that the state legislature has not passed a budget for 2015-2016. He stated that the House has proposed a 2% increase in pay employees but the Senate recommends providing a 3% increase for professional faculty only. Dr. Findt told those present that chief financial officer for the Community College System, Jennifer Haygood, has said that she would provide the colleges with their budgets by September 18, 2015.

President's Report:

Dr. Findt provided the board members with a copy of the 2015-2016 college catalog and 2015 Bladen Community College literary and art magazine *The Ink Quill*. The board was provided with a copy of the upcoming fall writer's series beginning in October. Dr. Findt also told the board that North Carolina Community College System President, Dr. Scott Ralls, has accepted the position of president of Northern Virginia Community College and will be leaving for this position on September 1, 2015. Dr. Findt provided an article from *The News and Observer* in Raleigh titled "NC community college system leader shouldn't be too political."

Dr. Findt shared with those in attendance a letter received from the Economic Development Administration that states that the college's application for a STEM training facility has been selected through EDA's competitive application review process for further consideration for funding. Approval of the grant from EDA is subject to the availability of funds. Dr. Findt stated that the college had submitted a grant application to the EDA in the amount of \$1.3 million dollars. Additional funding would be provided by the Golden LEAF Foundation in the amount of \$500,000; \$50,000 from Bladen County; and \$10,000 from local industry. A letter must be submitted to Ms. Hillary Sherman, the U.S. Economic Development Administrations representative, which states Bladen Community College, the Bladen Community College Board of Trustees, and Bladen County are co-applicants for the grant application and will be responsible for contract execution, financial accounting and draw down of EDA disbursement funds.

Mr. Petteway made a motion to submit the letter stating that Bladen Community College, the Bladen Community College Board of Trustees, and Bladen County are co-applicants for the grant application to construct a STEM and Advanced Manufacturing Technology Training Facility. Mr. Edge seconded the motion and Mr. Troy asked if there was any discussion needed. The motion carried unanimously by show of hands.

Mr. Kornegay reported on the critical incident drill exercise held at the college on August 7, 2015. He stated that the college's health and safety committee has been

collaborating with the Bladen County sheriff's office for the past few years on the drill. The purpose of the exercise was to simulate an active shooter scenario on campus and to determine how faculty and staff would react to this type of situation. Mr. Kornegay stated that there was a meeting with faculty and staff prior to the drill. He stated that the event was a live experience with actors portraying victims and the shooter. Mr. Kornegay told the group that it was a good experience for employees and he stated that the college would take the information gained from the exercise to revise the college's policy regarding this type of situation.

Old Business:

Mr. Priest gave an update regarding Bladen Community College becoming a tobacco free campus. The topic was discussed and tabled during the board meeting in June. Mr. Priest stated that the college had applied for a Legacy for Health grant to help educate employees and students regarding the dangers of tobacco use. He stated that the college will be notified in December regarding funding and that BCC is the first community college in North Carolina to pursue the funding. Mr. Priest provided information regarding the effects of tobacco use on the body as well as a listing of institutions that have received the grant. He stated that smoking at the college is not permitted within 25 feet from doorways and that smoking is permitted only in the college parking lots and gazebos. The use of tobacco products is not permitted on 37 of the 58 community college campuses in North Carolina. Mr. Priest stated that the \$5,000 grant was written by Twyla Davis and the deadline to submit was Friday, August 21, 2015. A consensus was reached by the board that the college would be able to use the grant for the purpose of educating employees and students on the dangers of tobacco use. Mr. Priest informed those present that if the college is selected, Tiina Mundy would manage the funds.

Personnel Committee Report:

At 8:27 p.m. following a motion by Mr. Petteway and a second by Mr. Beatty, Mr. Troy stated that pursuant to Statute G.S. 143.318.11(A6) the Board would go into closed session to discuss personnel information.

Ms. Washington moved that the Board return to open session, seconded by Mr. Beatty; motion carried and the Board returned to open session at 8:45 p.m.

New Business:

Mr. Troy reviewed with those present the trustee committee memberships for 2015-2016. A copy was provided to each board member. Mr. Bordeaux

requested that he be added to the personnel committee and Ms. Andrews requested to be added to the academic and student affairs committee.

Mr. Bordeaux invited those present to an education forum scheduled for September 3 at 6:00 p.m. in the college auditorium. The speaker for the forum will be Mr. Jamey Falkenbury, education advisor to Lieutenant Governor Dan Forest, and he will discuss common core, teacher pay, education funding, the digital learning plan, and other education initiatives promoted by the Lieutenant Governor. Mr. Bordeaux stated that the forum is being hosted by the Bladen County Republican Party and is open to the public.

Ms. Hester provided travel information to board members who are attending the North Carolina Association of Community College Trustees leadership seminar on September 9 through September 11 in Wilmington, North Carolina.

Unfinished Business:

There was no unfinished business.

At 8:53 p.m., Chairman Troy thanked the Trustees for their attendance and service to the college. The meeting adjourned with a motion by Ms. Washington and a second by Ms. Smith.

Dennis Troy, Chairman

William Findt, Secretary

Bladen Community College
Mission Statement as of August 21, 2015

Bladen Community College is dedicated to the educational and cultural enrichment of the local and global communities it serves. The college is committed to quality teaching through both distance and on-site environments for high-order learning, college transfer preparation, work force development training, and entrepreneurship opportunities.