

**Bladen Community College**  
**BOARD OF TRUSTEES MEETING**  
**Minutes of September 19, 2017**

**Members Present:** Dennis Troy, chair; Frank Gemma, vice chair; Mary Andrews; Albert Beatty; Pam Benton; Bruce Dickerson; Larry Hammond; Ricky Leinwand; James McVicker; Hayes Petteway; and Ashley Trivette.

**Members Absent:** Charlotte Smith and Charity Taylor, SGA president.

**Others Present:** William Findt; Sondra Guyton; Jeff Kornegay; Barry Priest; Jay Stanley; Sharon Coe; John Green; Jerry McDowell; Twyla Davis; Gary Grady, attorney; and Missi Hester, recorder.

At 6:04 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. No conflicts were expressed.

Dr. Gemma gave a prayer.

Ms. Hester called the roll.

The minutes of the August 22, 2017, meeting were approved with a motion by Mr. Beatty and a second by Ms. Trivette.

**Student Government Report**

Barry Priest provided a report regarding activities of the student government association. Mr. Priest stated that Charity Taylor, SGA president, had attended the state-wide computer system planning meeting at Robeson Community College on Thursday, September 14. Other events held during September included the annual fall blood drive and participation in the Dublin Peanut Festival.

Mr. Priest reported that Constitution Day would be held on Thursday, September 21, at 11:00 a.m. in the student lounge.

**Faculty Senate Report:**

Sharon Coe, chair of the faculty senate, reported that the college will be partnering with Eastpointe to host a “Celebrate Recovery Month” program in the student resource center on Tuesday, September 26. Ms. Coe stated that recovery month promotes the societal benefits of prevention, treatment, and recovery of mental and substance use disorders. Jay Watson, psychology instructor, will present information concerning suicide prevention. Ms. Coe also reported that Dr. Robert Canida, director of diversity

and inclusion at the University of North Carolina at Pembroke, will lead a discussion on diversity and cultural competency. This discussion will take place on Tuesday, October 3 in the college library.

Ms. Coe stated that the fall 2017 advisory committee meeting will be held on Tuesday, October 3 at 5:30 p.m. She informed the group that the college asks for input from community individuals to strengthen and grow the college. Dr. Robert Miller, University of Wisconsin-Stevens Point professor, will give a presentation regarding the science of climate change on Thursday, October 5, at 11:00 a.m. in the college library. Ms. Coe reported that as a part of Hispanic Heritage Month, Dr. Celeste Acosta and Mr. Randy Burris will give a presentation about the Panama Canal and other Hispanic explorations on October 12 in the library.

Ms. Coe reported that she recently attended a workshop at Guilford Technical Community College that addressed the need to incorporate employability skills or “soft skills” in college programs. She stated that employers express that students have technical skills but lack necessary soft skills. Soft skills include things such as being punctual, being able to communicate, eye contact, and showing initiative.

#### **Bladen Community College Foundation Report:**

Dr. Findt reminded the board of the upcoming seafood and sunset foundation fundraising event. He also stated that as a part of the 50<sup>th</sup> anniversary activities the foundation has started a “50 for 50” campaign in which 50 college employees donate \$50. The funds gained from the campaign will be used as mini-grants for college employees.

#### **Academic and Student Affairs Committee Report:**

Barry Priest presented the fall 2017 curriculum registration report. He reported that registration is on-going, but at the present time approximately 1158 students have registered for classes. He stated that enrollment will increase once the career and technical classes offered to high school students are fully registered. Registration for second eight-week classes is on-going. 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 the college is sponsoring the carpentry program at East Bladen High School. Mr. Priest told those in attendance that enrollment of high school students exceeds that of fall 2016.

Mr. Priest stated that over 74% of students are enrolled in one or more distance education courses. He shared additional information regarding student enrollment by gender, ethnicity, age, and region.

John Green, recruitment and retention coordinator, presented information regarding the Minority Male Success Initiative program. Jerry McDowell also spoke about the program and offered information concerning the Men of Standard program. Mr. McDowell stated that the Men of Standard program could facilitate in the success of the Minority Male Success Initiative program. Mr. Green and Mr. McDowell have been seeking to recruit males for the program. All male college students are considered the minority due to the lower number of male enrollment versus female enrollment. Mr. Green reported that 42 first year, full time students are currently participating in the program. He noted that Dr. Robert Taylor, superintendent of Bladen County Schools, will be the speaker for the group on September 27 at 10:00 a.m. in the college library.

Sharron Thomas reported on the allied health programs. Ms. Thomas provided a letter from the North Carolina Board of Nursing (NCBN) that stated the college's associate degree nursing and practical programs have received full approval status with the NCBN without any recommendations.

Ms. Thomas stated that the allied health program area has new developments. She reported that the college has recently formed a partnership with Cape Fear Valley Hospital that will allow the college to hire an additional full-time nursing instructor. Cape Fear Valley will also be providing a nursing scholarship. Mr. Thomas informed the board that the college is working to create a paramedic to associate degree nursing bridge program. Ms. Thomas stated that the college is working to begin the ribbon program with the University of North Carolina at Pembroke. The ribbon program allows high school graduates who enroll at UNCP to also enroll at Bladen Community College to simultaneously pursue a bachelor's degree in nursing and an associate degree in science in nursing. She told the board that if the program is approved it would begin fall 2018 and would give students the opportunity to receive a bachelor's in nursing degree in four years.

Ms. Thomas reported that in May 2017, the college graduated 31 associate degree nursing students, the highest in the college's history. She stated that the program had a 76% retention rate for the 2017 class versus 50% as the average retention rate for North Carolina. Ms. Thomas provided additional information regarding the allied health retention rates.

Sondra Guyton provided the continuing education accountability and integrity plan for review and approval. Ms. Guyton stated that North Carolina Community Colleges are mandated by the State Board of Community Colleges to review programs to ensure that training is relevant to the workforce, responsive to the training needs of the community, and responsible for state funds. The accountability and integrity plan is the framework of goals and objectives that supports these objectives. Ms. Guyton reported

that a visitation plan is also required and provided a copy to the board. She reviewed both documents with those present.

A motion was made by Ms. Trivette to approve the continuing education accountability and integrity plan and class visitation plan. A second was made by Mr. Petteway and the motion passed unanimously.

Twyla Davis presented the revised college mission statement for review and approval. Ms. Davis stated that the college mission statement is reviewed every two years and revised as needed. She said that the mission statement was last revised and approved in August 2015. Ms. Davis informed those present that all college employees were given the opportunity to review the mission statement and offer feedback via an on-line survey. Ms. Davis stated that the current mission statement received a 96% approval rating and the remaining questions have been addressed.

Mr. Petteway made the motion to approve the college mission statement as presented. Ms. Andrews seconded, and the motion passed unanimously.

#### **Building/Facilities/Grounds Committee Report:**

Jay Stanley reported on the continuing education and STEM/advanced manufacturing buildings. Mr. Stanley stated that LS3P architects continue to work on the construction documents and a project cost estimator. The college has provided a list of chemicals to be housed in the new building to LS3P and that information was included in the report sent to the State Construction Office (SCO). Mr. Stanley reported that the construction document phase is the final phase before the project is sent out for bid.

Mr. Stanley reported that the SCO is still reviewing the schematic design documents and the design documents that HH Architecture submitted late August. He stated that the project is on schedule and the next phase of the project is the construction document phase. The project is scheduled to be sent out for bids in March 2018.

Mr. Stanley presented a recommendation for the campus long range master plan proposal for approval. Mr. Stanley stated that earlier in the year the board building and grounds committee listened to presentations from firms interested in producing the campus long range master plan. HH Architecture was chosen based on the presentations. Mr. Stanley informed those present that HH Architecture met with college employees on June 5, 2017, to determine the scope of the project and from that meeting HH Architecture submitted to the college a fee proposal of \$200,495. Mr. Stanley researched what other colleges comparable to Bladen Community College have paid for the same type of plans. On August 30, HH Architecture submitted a new fee proposal in the amount of \$50,000. He stated that this amount is higher than what

other colleges have paid and requested approval from the trustees to request a fee proposal from LS3P architects. The campus long range master plan is required as part of the SACSCOC five year review.

A motion was made by Ms. Trivette to request a fee proposal from LS3P architects who also bid on the projects for the campus long range master plan. Mr. Petteway seconded the motion and it passed unanimously.

### **Fiscal Affairs Committee Report:**

Mr. Petteway reported that he continues to be satisfied with the growth of the foundation investments with Morgan Stanley. He stated that the market is good and the investments have been made conservatively and diversely. Mr. Petteway reported that the assets have increased by 14.53% since the investment was originally made.

Jeff Kornegay reported on college grants received for 2016-2017. Mr. Kornegay stated that the first seven grants listed are received annually and based on student enrollment. He stated that the college has been awarded a \$3,200 grant from Truth Initiative Inc. to provide resources to educate the college community on the effects of tobacco use. Mr. Kornegay told the board that Ms. Joy Grady has been employed on a part-time basis as a grant writer for the college. Already this year, Ms. Grady has helped to secure grants from the Cannon Foundation, Duke Energy Foundation, and the North Carolina GlaxoSmithKline Foundation. The Cannon Foundation awarded the college \$140,000 to purchase welding equipment. The Duke Energy Foundation and NC GlaxoSmithKline Foundation grants helped to establish and support the college writing center. Bladen County has appropriated \$407,000 for the college auditorium roof replacement project and the first year funding for a three-year restroom renovation project. Mr. Kornegay reported that grants received for 2016-2017 totaled \$966,339.

Mr. Priest presented the college curriculum refund policy for review and approval. The policy addition states if the State Education Assistance Authority through the Residency Determination Service (RDS) makes a final validation determination prior to the 10 percent point of the course section or academic term, as noted in the college calendar, a college shall provide a 100 percent refund if all of the following conditions apply:

- At the time of the student's registration, the State Education Assistance Authority made an initial determination that the student was a resident for tuition purposes.
- After validation of the information provided in the student's residency application, the State Education Assistance Authority subsequently determines that the student was a nonresident for tuition purposes.
- The student officially withdraws from the course section within 10 calendar days of the college notifying the student of the change in residency status.

If the State Education Assistance Authority through the Residency Determination Service (RDS) makes a final validation determination that a student is a nonresident for tuition purposes after the 10 percent point of the course section or academic term, as noted in the

college calendar, the college shall apply the nonresident tuition determination to the following term.

Mr. Petteway made the motion to approve the college curriculum refund policy as presented. The motion was seconded by Mr. Hammond and carried unanimously.

Dr. Findt provided an update on the East Arcadia lease agreement. He reported that he, Mr. Troy, Ms. Andrews, and Ms. Marva Dinkins had recently attended the East Arcadia Town Council meeting and presented the members with the updated lease agreement. Dr. Findt stated that Mr. Grady has reviewed the agreement that does not include the East Arcadia Senior Center. Dr. Findt stated that the East Arcadia Town Council will have their attorney review the agreement. Any party can break lease 60 days prior to June 30 of each year.

Mr. Dickerson requested that the board be given an update in March of the upcoming year regarding the status of the East Arcadia Center.

**Personnel Committee Report:**

No personnel committee report was given.

**President's Report:**

Dr. Findt informed those present that Chairman Shook of the State Board of Community Colleges will institute a search for a new System president. Ms. Jennifer Haygood is currently serving in the role of acting president. President Williamson is leaving at the end of September.

Dr. Findt invited the group to a talent show on November 9 at 7:00 p.m. in the college auditorium.

Dr. Findt stated that the State Board has been revising policies and he has been receiving the revisions from the System attorney asking that he share the information with the board of trustees. He provided the information to the trustees.

Dr. Findt informed those present that Mr. Kennon Briggs has been revising the college employee policy manual and faculty handbook. The information will be provided to the trustees at an upcoming meeting.

**Old Business:**

Mr. Hammond asked if the college had received notification from the Internal Revenue Service regarding the penalty for the 1098-T filing for 2015 student records. Mr. Stanley stated that he has not received any notification regarding the appeal.

**New Business:**

There was no new business.

**Unfinished Business:**

There was no unfinished business.

At 8:03 p.m., Chairman Troy thanked the trustees for their attendance and service to the college. The meeting adjourned with a motion by Ms. Andrews and a second by Mr. Petteway.

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Dennis Troy, Chairman

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William Findt, Secretary