

Bladen Community College
BOARD OF TRUSTEES MEETING
Minutes of September 24, 2019

Members Present: Dennis Troy, chair; Frank Gemma, vice chair; Mary Andrews; Pam Benton; Ray Britt; Lillian Bryant; Brian D. Campbell; Bruce Dickerson; Larry Hammond; and Hayes Petteway.

Members Absent: Ricky Leinwand and Joseph Rozier.

Others Present: Amanda Lee; Jeff Kornegay; Sondra Guyton; Barry Priest; Jay Stanley; Linda Burney; Crystal Dowd; Lisa DeVane; ReGena Gilliam; Joy Grady; Tiina Mundy; Alan Wooten, General Manager/Editor, *The Bladen Journal*; and Missi Hester, recorder.

At 6:02 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.

Ray Britt gave a prayer.

A moment of silence was observed for the passing of former trustee Joan Washington. Ms. Washington served as a trustee of Bladen Community College from 1995 to 2015.

Ms. Hester called the roll.

Adoption of Agenda:

Mr. Troy presented the meeting agenda for Tuesday, September 24th, 2019 for review and approval. Mr. Britt made the motion to accept the meeting agenda as presented. The motion was seconded by Ms. Andrews and carried unanimously.

Consent Agenda for Action Items:

The consent agenda was presented by Mr. Troy. Action Items 3.01 for the September 24th, 2019 meeting included the minutes for the August 27th, 2019 meeting. Consent agenda 3.01 was approved with a motion by Mr. Dickerson and a second by Mr. Britt. The motion carried.

The closed session minutes of the August 27th, 2019, meeting were approved with a motion by Mr. Britt and second by Mr. Hammond. The motion carried.

Student Government Report:

Melanny Zunon, public information officer for the Student Government Association, provided the report for SGA. Ms. Zunon reported that an SGA election had been held and all officers have been elected. Ms. Zunon stated that the annual Constitution Day was observed on Tuesday,

September 17th. She stated that the annual fall festival is scheduled to be held on Wednesday, October 2nd and a blood drive will be held on Thursday, October 10th in the College auditorium.

Mr. Troy asked if there were any questions. There were none. Mr. Troy thanked Ms. Zunun for her report.

Faculty Senate Report:

Re Gena Gilliam, chair of the faculty senate, stated that on September 14th biology instructor Cheston Saunders gave a presentation at the *A Day for Early Childhood Professionals* conference held at the University of North Carolina at Wilmington.

Ms. Gilliam reported that she and Felisa Williams attended a seminar held at Wake Technical Community College on September 18th titled “Engaging and Supporting Underprepared Students.” Ms. Gilliam stated that a professional development workshop titled “Courageous Conversations” will be held on the BCC campus on Thursday, October 3rd.

Ms. Gilliam informed the Board that BCC instructor Cliff Tyndall will provide a program regarding the 50th anniversary of Apollo XI in the College library. Mr. Tyndall will also present the annual North Carolina Ghost Stories presentation in the College library on October 30th. The faculty senate will host a Trick or Treat event in the lobby of the auditorium on Wednesday, October 30th. Mr. Scott Mason, broadcast journalist for WRAL, will present the first program of the Fall 2019 Writers Series on Tuesday, October 15th. Mr. Mason published *Tar Heel Traveler: Journeys Across North Carolina*, 2010 and *Tar Heel Traveler Eats*, 2014.

Bladen Community College Foundation Report:

Linda Burney reported that the sunset and vine foundation fundraiser event is scheduled for Thursday, October 24th and will be held at Lu Mil Vineyard. Raffle tickets will be sold for a canvas sunset portrait provided by Jamie Corbett.

Ms. Burney stated that Diane Vitale has been hired as the foundation administrative specialist. Ms. Vitale has been employed by the college since 2009.

Ms. Burney reported that 86 students attended a scholarship breakfast that was held on Thursday, September 12th. The fall foundation board of directors meeting is scheduled for Thursday, October 10th.

Academic and Student Affairs Committee Report:

Lisa DeVane provided a report regarding the College’s 2019 performance measures. Ms. DeVane stated that the 2019 performance measures are now graded differently than the performance measures for 2016 through 2018. She explained that there are four levels: Met or exceeded excellence level; Above the College average, below excellence; Above the baseline, but below average; and Below the baseline. These levels are set for three years. Ms. DeVane provided the

performance levels for basic skills, student success rate in college-level English, student success rate in college-level math, first year progression, curriculum completion, licensure pass rate index, and college transfer performance. The College performed at above the state college average, below excellence for first year progression, curriculum completion, and college transfer. Ms. DeVane reported that procedures such as Reinforced Instruction for Student Excellence(RISE) are being implemented to improve math and English performance measures. English and ACA courses have also been revamped in an effort to increase performance levels.

Barry Priest presented the fall 2019 curriculum enrollment report. He reported that at the present time approximately 1257 students are enrolled for classes. He shared additional information regarding student enrollment by gender, ethnicity, age, and region. Mr. Priest shared with the group the number of students enrolled in each of the College's programs of study. The average student age is 24 due to enrollment of high school aged students. Mr. Priest told those in attendance that enrollment of high school students in the Career and College Promise Program is 316. Mr. Priest stated that over 79% of students are enrolled in one or more distance education courses. Fifty-five percent of students enrolled at the College are Bladen County residents and twenty-nine percent of students reside in Robeson County.

Mr. Priest shared with the Board the curriculum FTE for summer and fall 2019 to date. He stated that BFTE is based on a two-year average and currently the College is up 100 FTE from this time last year. He additionally shared the 2018-2019 financial aid report with those present. Mr. Priest stated that the Finish Line Grant program assisted 38 students who experienced hardships that could impede their ability to stay in school. He told the Board that 34 of the 38 students that were assisted by this grant were able to graduate.

Mr. Britt commended the College faculty and staff for their work and stated that the students are the benefactors. Mr. Troy stated that the faculty and staff care about students and asked that the trustees continue to be advocates for the College.

Jeff Kornegay reported on the campus closure due to Hurricane Dorian. Mr. Kornegay stated that the College closed on Wednesday, September 4th at 5 p.m. and remained closed through Sunday, September 8th. Mr. Kornegay reported that the faculty will add on-line assignments for time missed and course attendance records will reflect the time that has been made up. He stated that clinical time missed will require additional days to be added for those courses. Mr. Kornegay stated that the importance of good record keeping has been stressed to members of the faculty.

Mr. Kornegay presented the Air Conditioning, Heating, and Refrigeration Technology Curriculum Program for review and approval. He stated that this program leads to an Associates in Applied Science Degree. Course work includes mechanical refrigeration, heating and cooling theory, electricity, controls, and safety. The AAS degree covers air conditioning, furnaces, heat pumps, tools and instruments, residential building codes, residential system sizing, and advanced comfort systems.

Upon completion of this program graduates should be able to assist in the start-up, preventive maintenance, service, repair and /or installation of residential and light commercial systems. Graduates should be able to demonstrate an understanding of system selection and balance and advanced systems.

Mr. Britt moved to approve the Air Conditioning, Heating, and Refrigeration Technology Program as presented. Ms. Bryant seconded the motion and it was approved unanimously.

Dr. Gemma asked if the College currently employs instructors capable of teaching this type of course work. Mr. Kornegay stated that the College currently employs a part-time instructor who can teach some of the coursework; however, an instructor will need to be hired full-time for the program at some point.

Mr. Kornegay informed the Board of the College's intent to reactivate the Agribusiness Technology Program. The program was approved by the North Carolina Community College System (NCCCS) and SACSCOC in 2008 and offered by the College for five years with moderate success. Mr. Kornegay stated that the program was suspended in 2013; however, it was the intent of college officials to reactivate the program once there was a change in the economic climate and to meet the needs of business and industry. Based on input from local business and industry, the College feels as though it is now time to reactive the program and begin marketing it. Mr. Kornegay stated that additional information will be shared with the Board during upcoming meetings.

Building/Facilities/Grounds Committee Report:

Jay Stanley reported on the continuing education and STEM/advanced manufacturing buildings. Mr. Stanley stated that the continuing education building project began on August 8th, 2018 and the completion deadline for the project is October 10th, 2019. Ninety-five percent of the time has passed and eighty-seven percent of the work has been completed. Mr. Stanley reported that during the previous meeting with the State Construction Office(SCO), the contractors indicated that the project is 30 to 35 days behind schedule. Mr. Stanley stated that the SCO believes the project to be further behind schedule than indicated by the contractor. He stated that the according to the SCO, the completion of the project should occur approximately mid to late November. A total of nine change orders have been approved for a total of \$81,857.79. Mr. Stanley told the Board that the project continues to be monitored for short-cuts or compromises.

Mr. Stanley informed the Board that Charles Boney of LS3P attended the last SCO meeting regarding the continuing education building and was concerned with the delay of the construction schedule. Mr. Stanley was informed by Jerry Rogers of the State Construction Office that if the construction process exceeds the October 10th, 2019 completion date, the architect firm may request additional funds to cover the cost of administration fees.

Mr. Stanley provided an update on the STEM/Advanced Manufacturing building project. He stated that the project began on October 8th, 2018 and the completion date was September 12th, 2019. Eighty-five percent of the work has been completed and four change orders have been approved to date. Mr. Stanley stated that the change orders associated with the construction of this building will benefit the College. Mr. Stanley told the Board that this is primarily a grant-funded project and it is his desire and the desire of the College to expend all the grant funds allocated for the project. He stated that parking at the College has become an issue. Mr. Stanley proposed adding 60 parking spaces adjacent to the STEM/Advanced Manufacturing building by using the remaining funds for the project that total approximately \$50,000. The expanded parking lot will include 60 additional parking spaces, additional lighting, and additional curb and gutter for erosion control. He reported that an additional \$20,000 are needed for expanding the parking lot and requested this amount to be transferred from parking fee funds. He stated that a NCCCS 3-1 form must be submitted by the College requesting the transfer of funds.

Mr. Britt made the motion to approve the submittal of the NCCCS 3-1 form requesting the transfer of \$20,000 in parking fees from institutional funds to support the parking lot expansion. Mr. Petteway seconded the motion and it passed unanimously.

Fiscal Affairs Committee Report:

Mr. Petteway reported on the foundation investments. He stated that the College currently has \$989,220.96 invested with Morgan Stanley. Of that amount, approximately \$203,000 has been invested in a money market account and approximately \$788,000 has been invested in various conservative investments.

Mr. Kornegay presented the policy for Criteria and Procedures for Naming Bladen Community College Owned Facilities for review and approval. He stated that the policy had been discussed during the previous board meeting held on Tuesday, August 27th and had been tabled to be further discussed during the current meeting.

Mr. Dickerson moved to take from the table the Criteria and Procedures for Naming Bladen Community College Owned Facilities policy. Mr. Hammond seconded the motion and it passed.

Mr. Kornegay reported that the recommendations given by the Board during the previous meeting are reflected in the current policy. He further told the Board that the policy had been presented to the executive committee of the foundation board and had received the approval of that board. Mr. Kornegay stated that section 4.7 of the policy had been updated to show a gift for naming a facility ordinarily should equal 10% of the total project cost. Section 6.2 has been removed due to redundancy. The updated Section 6.2 reads "If a planned gift upon which the naming was bestowed does not result in the value agreed upon, the naming may be revoked."

Dr. Gemma made the motion to accept the revised Criteria and Procedures for Naming Bladen Community College Owned Facilities policy as presented. Mr. Britt seconded the motion and it passed unanimously.

Personnel Committee Report:

No report was given for the personnel committee.

President's Report:

Dr. Amanda Lee began the report by stating that it is important for the Board to be informed regarding the College's performance measures. The College receives funding based on the performance measures report.

Dr. Lee provided an article regarding the possibility of consolidating community colleges due to declining enrollment across the state. She told the Board that the College opposes consolidation and asked them to read the information included in the article. She stated that this subject surfaces periodically.

Dr. Lee reported that the College is being vigilant regarding the recent IT security issues across the state. She stated that the College is taking recommendations from the System Office and all computers on campus have been scanned.

Dr. Lee informed the Board that the College is currently exploring three Golden LEAF initiatives that would focus on the allied health area and public safety training.

Dr. Lee reported that she met with Dr. Robert Taylor, superintendent of Bladen County Schools, to discuss safety issues due to the construction of the round-about.

Old Business:

There was no old business.

New Business:

Mr. Troy requested those present to review the committee memberships 2019-2020 and asked if anyone had any questions. There were no questions.

Unfinished Business:

There was no unfinished business.

At 8:12 p.m., Chairman Troy thanked the trustees for their attendance and service to the College. The meeting adjourned with a motion by Mr. Petteway and a second by Ms. Andrews. Motion carried.

Dennis Troy, Chairman

Amanda Lee, Secretary