



Student Centered • Future Focused
BOARD OF TRUSTEES TELEPHONIC MEETING

Minutes of Tuesday, March 22, 2022

CALL TO ORDER

At 6:06 p.m., Chairman Dennis Troy called the meeting to order and thanked the group attending for their dedication 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; Hayes Petteway, vice-chair; Mary Andrews; Pam Benton; Brian D. Campbell; Bruce Dickerson; Larry Hammond; Ricky Leinwand; Joseph Rozier; Whitley Ward; and Riley Clewis, SGA President

BOARD MEMBERS ABSENT

Ray Britt and Lillian Bryant

OTHERS PRESENT

Amanda Lee; Barry Priest; Sondra Guyton; Jay Stanley; Cynthia McKoy; Dolly Horton; Tim Marshburn; Tiina Mundy; Crystal Dowd; Jason Springer; Kevin Chen; Gary Grady, board attorney; and Missi Hester, recorder

Bruce Dickerson provided a prayer. Barry Priest led the group in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

Mr. Troy presented the meeting agenda for Tuesday, March 22, 2022, for review and approval. Larry Hammond made the motion to adopt the meeting agenda. The motion was seconded by Mary Andrews and carried unanimously.

CONSENT AGENDA FOR ACTION ITEMS

The consent agenda was presented by Mr. Troy. The action item for the March 22, 2022, meeting included approval of the minutes for the February 22, 2022 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 22, 2022, meeting was approved with a motion by Brian Campbell and a second by Joseph Rozier. The motion carried.

STUDENT GOVERNMENT ASSOCIATION REPORT

Riley Clewis provided a report on behalf of the Student Government Association. Mr. Clewis stated that the SGA has been busy recruiting for the upcoming spring election. The election is scheduled to be held online April 12 through April 13. The election will be held for the offices of president, vice-president, secretary, public information officer, and two senators. Fall election will be held on September 13 and September 14 to select additional senators. Mr. Clewis also reported that an etiquette workshop is being planned for April.

Mr. Clewis reported on a recent work experience that he was able to participate in due skills he has gained at the College.

Mr. Troy asked if there were any questions for Mr. Clewis. He thanked Mr. Clewis for his report.

BCC electrical engineering student Kevin Chen provided information regarding his experience at the College. Mr. Chen stated that he has gained many skills due to the instruction provided by Mr. Kenneth Oxendine. Mr. Chen reported that he is also employed part-time by the College in the maintenance department. He thanked Mr. Stanley and Dr. Lee for the opportunity to work at the College.

Mr. Priest commended Mr. Chen and thanked him for his positive attitude and for speaking to the Board regarding his educational experience.

FACULTY AND STAFF REPORTS

Jason Springer, director of the academic advising center and current staff council president, presented on behalf of the staff council. Mr. Springer began his report by thanking the Board for approving the bonuses for faculty and staff during the November 30, 2021, meeting. He stated that it means a great deal to the employees of the College to know that the work that they do is appreciated greatly by the Board.

Mr. Springer stated that the campus has been re-certified as a “Tree Campus USA.”

Mr. Springer reported that he and Brittany Locklear, faculty senate president, have been working together to bridge the gap between the two organizations. He stated that the organizations are looking at ways to integrate part-time employees into the fold so that these employees receive the same information as full-time employees.

Mr. Springer told the Board that a toiletries drive is currently in process to supply the College food pantry with these types of items.

Mr. Springer stated that he hopes that when the one college model has been implemented, that a leadership summit can be held on campus that would give employees the chance to understand fully what each area on campus is responsible for. This information could then be communicated to students in the most effective way possible.

No report was given for the faculty senate.

Mr. Troy asked if there were any questions or comments. He thanked Mr. Springer for his report.

BLADEN COMMUNITY COLLEGE FOUNDATION REPORT

Sondra Guyton presented a report on behalf of the Foundation. Ms. Guyton reported that Dr. Jay Box and Mr. Ben Mohler from the Higher Education Institute visited the campus to interview Foundation board members and to talk with staff. The propose of the meeting was to begin the process of building a stronger and larger Foundation. Ms. Guyton stated that consultation sessions with this group have been scheduled.

Ms. Guyton stated that a reception to honor scholarship donors and recipients is scheduled to be held on Thursday, April 7. The Foundation board meeting will be held immediately after the reception. Ms. Guyton continued by saying that the Foundation will be hosting a reception in honor of Administrative Professionals Day on April 27 at noon. The guest speaker for the event will be Judith Sessoms, who will be demonstrating exercises to prevent workplace injuries and reduce stress. Ms. Sessoms is a certified reflexologist.

Ms. Guyton told the Board that the application process for the upcoming year has begun. She thanked the College QEP coordinator, Mr. Bruce Blansett, and Tim Marshburn, director of marketing, for redesigning the scholarship application and making it available to students online. Ms. Guyton stated that 50 scholarships have been received to date. She also reported that the Dublin Peanut Festival Committee has recently voted for the College to manage the annual scholarship of \$1500 beginning fall 2022. Ms. Guyton stated that a month-long campaign in support of the Finn Swiim scholarship will begin on March 25 and conclude at the end of April. A celebration will be held to mark the Finn Swiim scholarship. Tiina Mundy will be swimming a 75 mile course from Oahu to Kauai.

Ms. Guyton stated that there are many opportunities to serve students beyond scholarships and she asked if there were any questions. She thanked them for their time and attention.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT

Barry Priest presented the fall 2021 enrollment report. Mr. Priest stated that the final headcount for this semester was 1,217 for curriculum and 1,276 for continuing education. He stated that there was an increase in FTE from the previous fall semester enrollment due to the College being able to offer more scholarships for continuing education students who are enrolled in courses that are 96 credit hours or more. Mr. Priest stated that the FTE for the 2021 fall semester is 513 for curriculum, 16 FTE for the adult high school program and 91 FTE for occupational extension. He shared additional information regarding student enrollment by gender, ethnicity and age. Mr. Priest provided information regarding enrollment by location. He stated that 54% of curriculum students reside in Bladen County and 26% reside in Robeson County. Thirty-eight percent of continuing education students reside in Bladen County and 30% percent reside in Bladen County. Mr. Priest reported the top five programs of study for the curriculum and continuing education areas of the College.

Mr. Campbell asked for additional enrollment data. Dr. Lee also mentioned that, due to the pandemic, enrollment dropped by approximately 15% and has since recovered about half of that enrollment amount. She stated that the rural colleges have recovered just slightly more than urban colleges.

BUILDING/FACILITIES/GROUNDS COMMITTEE REPORT

Mr. Jay Stanley reviewed with the Board the status of the facilities staff. As of December 31, 2021, the director of facilities and a maintenance technician III retired from the College. A part-time construction liaison also resigned effective December 31, 2021. The current maintenance staff consists of a full-time maintenance technician II and a part-time, temporary maintenance assistant. Mr. Stanley reported that the College has recently contracted with Supreme Maintenance Organization (SMO) for custodial services. He explained that the custodial staff will increase by one full-time position and that the change is in response to increased expectations and difficulties in filling positions. Mr. Stanley stated that he is pleased with the job that the SMO employees are providing to the College.

Mr. Stanley provided information regarding the county budget request for 2022-2023 for review and approval. He previously stated that the building/facility/grounds committee of the board had met to discuss the request and the motion that he would be recommending would be coming from that committee. The College has not received an increase from the county for regular operating expenses in three years. Mr. Stanley provided a breakdown of the current county operating expenses to the Board. The College is currently being funded \$1,069,551 from Bladen County for regular operating expenses and \$938,205 of that amount will be used for items to maintain the College campus. He explained that the remaining amount is \$131,346. Additional items to be paid from these remaining funds are as follows: contracted services, security staff, grounds maintenance, mulch, elevator inspections, elevator maintenance, pest services, repair parts, lights, maintenance / custodial supplies and chemicals, fuel, mobile phones, painting, pressure washing, blinds, legal services, etc. Mr. Stanley told the Board that he projects these costs to total at least \$200,000 for the coming year. He stated that he recommends that the College requests a 10 percent increase from the county from \$1,069,551 to \$1,176,506 for regular operating expenses.

FISCAL AFFAIRS COMMITTEE REPORT

Mr. Stanley provided information regarding the capital improvement plan. He thanked the county for funding the College \$400,000 to address ADA accessibility issues across campus. Mr. Stanley reported that \$320,000 of that amount has been allocated and he reviewed with the Board what the remaining \$80,000 would be used to address on the campus.

Mr. Stanley stated that the building/facility/grounds committee of the board met on February 14 to discuss the capital improvement plan that will be submitted to the County of Bladen. Mr. Troy and Mr. Petteway also attended the meeting. The committee met to discuss additional crucial campus projects. The original request for the 2022-2023 planning year was \$288,400. Mr. Stanley explained

that the College has been experiencing issues with the sewer due to the dated sewer system. This also causes a problem for the Town of Dublin. Mr. Stanley stated that an assessment of the system is needed as well as a grinder. He went on to say that the College also requests to purchase a generator and to repair classroom flooring in building 1. The original request to the county was \$288,400. The building/facility/grounds committee recommends the addition of the three projects, bringing the capital improvement plan request to \$600,800. Discussion followed regarding the projects.

Mr. Petteway seconded the recommendation from the building/facility/grounds committee to approve the revised college capital improvement plan worksheet with modifications. The motion passed unanimously.

Mr. Petteway made the motion to approve the county budget request for FY 2022-2023. This request includes a ten percent increase over the previous year's request, or \$1,177,008. The motion was seconded by Mr. Leinwand and carried unanimously.

Mr. Stanley stated that the College budgets are in good order.

Mr. Petteway presented the Foundation Investment Committee Report. He reported that the market continues to fluctuate. The balances at the end of February 2022 was \$1,144,678 and the balance of the investments to date is \$1,332,606. He stated that the Sizemore Group continues to focus on the long-term goals with the College investments during this unstable period.

PERSONNEL COMMITTEE REPORT

No personnel committee report was provided.

PRESIDENT'S REPORT

Dr. Lee began her report by showing a picture taken at the ribbon cutting for the greenhouse that was recently constructed on campus. The event took place on Monday, March 21 at noon to honor Cape Fear Farm Credit for the generous donation made to the College. She stated that the ribbon was cut by Thomas Mundell, an agri-business student at the College. Dr. Lee thanked individuals who were able to attend.

Dr. Lee thanked the members of the Board who were able to represent the College at the Chamber of Commerce Banquet.

Dr. Lee reported to the Board that the College is partnering with the Chamber of Commerce and Bladen's Bloomin' to reinvigorate the Leadership Bladen program. Dr. Lee told the Board that classes will begin in April and continue through November.

Dr. Lee stated that college personnel have been invited to meet with elected officials regarding funding for the College. She stated that Bladen Community College did not receive extra funding that some surrounding colleges received in the latest budget. Updating the sewer system at the College is a major priority and Dr. Lee stated that the College would be asking for \$2.4 million dollars in funding.

Dr. Lee reported that FountainWorks would be assisting with the College's strategic plan during the April planning session of the Board. This organization assisted in the development of the strategic plan for Bladen County.

Dr. Lee informed the Board that she has been selected to be the mentor for three North Carolina State University doctoral students. These students have asked to attend an upcoming meeting of the Board. Dr. Lee also serves as a mentor for a new president in the community college system. North Carolina State University will make a donation to the college Foundation for her service.

Dr. Lee is currently serving on a SACSCOC off-site committee.

Dr. Lee provided information regarding the one-college model that the College is currently implementing.

Mr. Troy asked if anyone had any questions or comments. Mr. Troy thanked Dr. Lee for her report.

OLD BUSINESS

No old business was provided.

NEW BUSINESS

No new business was provided.

UNFINISHED BUSINESS

No unfinished business was provided.

ADJOURNMENT

Chairman Troy thanked the trustees for their service and commitment to the College. At 7:42 p.m., the meeting adjourned with a motion by Ms. Andrews and a second by Mr. Petteway. Motion carried.

Dennis Troy, Chairman

Amanda Lee, Secretary