

**Caldwell Community College and Technical Institute
Board of Trustee Meeting Minutes**

Wednesday, January 15, 2020

The CCC&TI Board of Trustees met in regular session on Wednesday, January 15, 2020, at 11:30 a.m. in the Forlines Boardroom (A-101).

Those board members present were:

Larry W. Taylor-Chairman, Jerry T. Church, Alvin W. Daughridge, Wongalee Thomas, Ronald R. Beane, Lowell K. Younce, William R. Winkler, William "Bill" Stone, Ann E. Smith, James E. Sponenberg, Dale L. Hamby, Thomas L. Thuss, Calistia Gragg-SGA

Those board members absent were:

The Honorable George Robinson, Christopher Barlowe

CCC&TI Staff and others present:

Dr. Mark Poarch-President, Randy Ledford, Donnie Bassinger, David Holman, Dena Holman, Susan Wooten, Donna Church, Edward Terry, Garrett Stell-*News Topic*

Chairman Larry W. Taylor called the meeting to order and Trustee Ron Beane was asked to give the invocation. Chairman Taylor congratulated Dr. Poarch on receiving the Herman Anderson Award on January 14, 2020. Trustee Ronald Beane also thanked Dr. Poarch for the great job he did when speaking to the Rotary Club.

ETHICS

STATEMENT:

Trustee Tom Thuss reviewed the following Ethics Statement for board members:

In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearance of conflicts. Does any Board member have any known conflict of interest or appearance of conflicts with respect to any matters coming before the Board today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matters involved.
(N.C.G.S. 138A-15(e))

INTRODUCTIONS

Dr. Poarch introduced the following new employee: Rose Moon, full-time Human Resource Director.

MINUTES

A motion was made by Bill Stone and seconded by Ron Beane to

approve December 16, 2019 Meeting Minutes (**Attachment A**) as presented. The motion carried.

COMMITTEE REPORTS

Executive Committee:

Trustee William Winkler announced that the Executive Committee met earlier today and will share the results with those present later in the meeting.

Athletics Committee:

Committee Chairman Tom Thuss informed the board that we currently have 104 Athletes, seven of those are on the President's Honor List and 17 are on the Deans Honor List. They are all also performing well in the classroom.

Committee Chairman Tom Thuss announced that the basketball game dates and times are listed in Attachment J. Our men's basketball team is now 12th in the nation for Junior College basketball. He asked that board members participate in at least some of the home games. The men play at 2:00 p.m. on January 18th against Brunswick Community College and the women play at 4:00 p.m. He also announced that we will have our baseball home opener on February 5, 2020 at Walkers Stadium at 4:00 p.m. and the ladies home opener will be held on February 15.

Committee Chairman Tom Thuss announced that Matt Anderson, current Athletic Director, has chosen to resign and work in the public sector. He will be missed.

Building and Grounds Committee:

Committee Chairman Bill Stone announced that Academic Support and the LRC have been moved into the new Watauga Student Services Center. The testing center is scheduled to move into the new building by the end of this week and the business office personnel will relocate to the new building next week.

Bill Stone informed board members that the Linemen Building information has been sent to State Construction for approval and we are waiting to hear back from them so that we can move forward.

Bill Stone announced that Donnie is doing a good job in moving forward with the renovations to the Rite Aid Building. The ceiling,

lights, and sprinkler system are complete and we will redo the floors with commercial grade flooring. Donnie informed those present that he is hoping to move the equipment into the building and open it by August 2020.

Dr. Poarch informed them that we also have a plan in place so that we can begin renovating J Building for the Pharmaceutical Lab.

Trustee Lowell Younce stated that he is impressed with the new Student Services Center in Watauga. It is very impressive. He thanked Caldwell and Watauga for allowing us to build the new facility.

Curriculum Committee: No report

Finance Committee:

A motion was made by Committee Chairman Jerry Church to accept, with gratitude, Gifts to the Institution this period of \$741 as shown in **Attachment B**. The motion carried.

A motion was made by Chairman Jerry Church to approve the State Budget Transfers from July 1, 2019 through December 31, 2019 as presented in **Attachment B-1**. The motion carried.

Committee Chairman Jerry Church made a motion to approve the corrected Interim Financial Summary Report for December 2019, as provided to them in their blue folders (**Attachment B-2**). The motion carried.

Committee Chairman Jerry Church made a motion to approve the 2019-20 Institutional Budget (2-1 Form) (**Blue Folder**). The motion carried.

Jerry Church presented, for information purposes, the engagement letter from the auditors to audit the financial statements for the college for the year ended June 30, 2019 (**Blue Folder**).

Personnel Committee:

Committee Chairperson Wongalee Thomas presented for, information purposes, the following employments: the employment of Jared Mahala, Full-time Facility Operations Worker – Watauga (**Attachment C**); employment of Rose Moon, Full-time Human

Resource Director (**Attachment C-1**); and the employment of Dustin Ford, Full-time Automotive Systems Technology Instructor-Watauga High School (**Attachment C-2**).

Policy and Legislative Committee: No report

SGA REPORT

SGA President Calistia Gragg announced that SGA welcomed students back on both the Watauga and Caldwell campuses with breakfast for Caldwell and breakfast and lunch for Watauga on January 13 and 14.

Calistia announced that SGA will accept applications for vice president, treasurer and two Senator positions on the Caldwell campus and two senator positions on the Watauga campus through January 24. SGA will interview the applicants the week of January 27th.

A Human Trafficking Awareness Event will be held on campus January 21-24, 2020. There will be silhouettes around campus that follow a storyline of how traffickers lure people into trafficking.

SGA will hold an online scavenger hunt January 8 – 17, 2020 for students. The winners could receive gas gift cards, coffee gift cards, gift cards to Golden Ticket Cinema or Regal Cinema in Boone. The grand prize will be a Dell laptop computer.

SGA's first General Assembly meeting will be held on Monday, January 13th. The General Assembly allows students to meet the club representatives and to inform them of what SGA has planned for the semester.

The week of February 10-14, 2020, SGA will be selling stuffed animals and proceeds will be used as a Foundation Fundraiser. With each animal, you will receive the stuffing, a messaged heart, a certificate of ownership and a T-shirt with CCCTI logo.

Calistia also announced that on February 11, 2020, SGA is asking everyone to wear Orange for love. They will also be participating in #Chalk4love, which promotes healthy behaviors in relationships from Feb. 10-14th.

Calistia also informed the board that SGA has partnered with the LRC to raise donations for local animal shelters. They will take donations through January 6-14, 2020.

Vice President of Student Services Dena Holman informed board members that we are still registering for the spring semester and are up 320 students from this time last year.

Dr. Poarch stated that 2020 will be a fun and exciting year for all, with exciting things happening on both campuses.

PRESIDENT'S COMMENTS

Dr. Poarch presented, for information purposes, the Civic Center Report for December 2019 (**Attachment D**). We had over 1,000 events and over 17,000 attendees at the Civic Center last year, which is about three events a day.

Dr. Poarch, for information purposes, presented the receipt letter for the Biopharmaceutical Technology Application (**Attachment E**). The program application is on the consent agenda for the Feb. 21, 2020 State Board meeting.

Dr. Poarch announced that our student/employee ID cards were approved to be used as voter IDs (**Attachment F**), but then at the end of December, a federal judge eliminated a need to have voter ID's. We have been instructed on how to inform our students of this change, but as of now, we will not be required to have a voter ID.

Dr. Poarch informed board members that the TRIO SSS Grant Application is due January 27, 2020. This application is a big deal for our institution and of tremendous value. We serve over 200 students a year in our TRIO program, which all of you have met at one time or another. We hope to get approval for another 5 years. He will reach out to our constituents in DC and ask for their support on the grant. Our staff is working very hard to get the application completed.

Dr. Poarch informed the board that the 2019 Legislative session ended with very few decisions. There were no salary increases this year and could be two years before we get the chance for a raise. We will try to have our delegations engaged. This information is very disappointing because it makes the challenges we already face in trying to attract and retain qualified staff even harder. Capital improvement funds were also, not approved. However, we did get word from Raleigh, that based on our current tuition receipts, they

had asked us to prepare for a reversion, but based on the System Office analysis, we do not have to revert any funds.

Dr. Poarch presented, for information, the spring Caldwell Cuisine Schedule (**Attachment G**), and the spring Watauga Carry Out Cuisine Schedule (**Attachment H**). All were asked to let Donna know if they want to attend.

Dr. Poarch presented, for information, the Letters, News Articles and Board Highlights (**Attachment I**).

Dr. Poarch announced that on Tuesday, February 11, 2020, the Caldwell County Chamber of Commerce will hold their annual dinner at 6:00 p.m. at the Civic Center. Those trustees wanting to attend the dinner was asked to let Donna know so that she can get them registered.

CHAIRMAN'S COMMENTS

Chairman Larry Taylor appointed the following three trustees to the 2020 Trustee Student Award of Merit committee: Ann Smith, Wongalee Thomas and Ron Beane.

All board members were reminded that their SEI Long/No Change Forms are due by April 15, 2020 to the Ethics Commission. If needed, Donna will help fill out the No Change forms.

For information purposes, Chairman Taylor presented the Calendar of Events (**Attachment J**). Chairman Taylor asked board members, if at all possible, to show their support and attend the 2:00 p.m. men's basketball game or the women's 4:00 p.m. game. Both are home games.

Chairman Taylor reminded all present that at the December Board meeting, Board members voted to not meet on March 18, 2020, because majority of Board members will be attending the NCACCT meeting in Raleigh. The following board members will be attending the NCACCT meeting in Raleigh: Larry Taylor, Jerry Church, Lowell Younce, Ann Smith, Jim Sponenberg, Dale Hamby, Billy Ralph Winkler, Ron Beane, Tom Thuss, Wongalee Thomas, Bill Stone. Donna will check with Chris Barlowe and George Robinson to see if they plan to attend.

UNFINISHED BUSINESS

Dr. Poarch informed board members that we need to think about the rescheduling of the Student Services Center opening. One thing that may work is to adjust the May board meeting and have the opening on the same day. He is not sure what dates in April will work for those in Watauga. He will check with David at the Watauga Chamber and see what dates may work for them. One suggestion was to have the May board meeting before the 5pm open house. All discussed doing the building opening and board meeting on the same day. Will revisit at a later date.

NEW BUSINESS

A motion was made by Tom Thuss and seconded by Bill Stone to go into Closed Executive Session for the purpose of discussing naming of facilities, pursuant to the provisions of N.C.G.S. 143-318.11, with a report following the closed session. The motion carried.

After adjourning the Closed Executive Session, Chairman Taylor reconvened the regular board meeting and asked Trustee Billy Ralph Winkler to report to the full board and guests on the committee meeting.

Trustee Billy Ralph Winkler announced that as per required procedures, the Executive Committee of the Board met today for the purpose of discussing the naming of facilities. He informed those at the meeting, that after reviewing the board approved guidelines for the “naming of facilities,” the committee received a recommendation for the naming of the newly acquired Rite Aid facility. In appreciation of the many years

of service and support this gentleman has given, and continues to give, to the institution and the community, the committee e recommended to the full board for approval, the following name for the new Rite Aid facility: the **“Paul H. Broyhill Center for Advanced Technologies.”** A motion was made by Bill Stone and seconded by Tom Thuss to approve the naming of the facility as presented. The motion carried.

ADJOURNMENT

There being no further business, the meeting adjourned.

Donna Church, Recording Secretary

Thomas “Tom” Thuss, Board Secretary