

**The Caldwell Community College and Technical Institute  
Board of Trustees Meeting Minutes**

**Tuesday, February 18, 2020**

The CCC&TI Board of Trustees meet in regular session on Tuesday, February 18, 2020 at 11:30 a.m. in the Forlines Boardroom (A-101).

**Those board members present were:**

Larry W. Taylor-Chairman, Alvin W. Daughtridge, Ronald R. Beane, William “Bill” Stone, Ann E. Smith, James E. Sponenberg, Dale L. Hamby, Thomas L. Thuss, Wongalee Thomas, William R. Winkler, Calistia Gragg-SGA

**Those board members absent were:**

Jerry T. Church, Lowell K. Younce, Christopher Barlowe, George S. Robinson

**CCC&TI Staff and others present were:**

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

Chairman Larry W. Taylor called the meeting to order and Trustee Alvin Daughtridge was asked to give the Invocation.

**ETHICS**

**STATEMENT:**

Trustee Ann Smith was asked to review the following Ethics Statement for the board:

*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:**

The following new SGA officers were introduced to board members: Caylan Johnson- SGA Treasurer, Cassie Roberts-SGA Senator, Brianna Swanson-SGA Senator, McKayla Stinson-SGA Secretary.

Dr. Poarch, President introduced the following new employees: Hanna Clark, full-time Grants Writer/Manager for Institutional Effectiveness, and Justin Harris, full-time Director Energy & Construction Trades.

**BELLWETHER**

## **AWARD PRESENTATION**

Liz Silvers, Director of Institutional and Effectiveness, Research & Grants circulated a binder with all of the Bellwether information that was gathered for the conference. This is the information that was required for the competition to compete for the Bellwether Award. Liz informed the board that the CCC&TI students told the college's story in a video presentation that was used during the conference in San Antonio. In the video, Teanne Gragg, Nurse Practitioner for the Cobra Care Clinic gave an overview of the clinic and what they do. A student, Courtney Foster told her story about the clinic helping her find out she had lupous. Liz informed the board that 39% of our students are uninsured. Dr. Phipps also spoke in the video about student problems and what an impact the clinic will have on students. Since opening, the clinic has served over 1,415 students. Our NC Community College System President Peter Hans also endorsed the opening of the Cobra Care Clinic and did a presentation for the video.

Dr. Poarch stated that he has never been more proud of anything the college has done than he was with the representation and the presentation that was given at the Bellwether Conference in San Antonio. Those that participated in the presentation and attended the conference along with Dr. Poarch were Liz Silvers, Randy Ledford, Dena Holman, Tom McRary, President of West Caldwell Health Council, Teanne Gragg, Nurse Practitioner and Leslie Harrison with the Cobra Care Clinic. As part of the presentation, we also did a table top demonstration with the video running continuously and other displays of the project laid out where all could walk by and view the items. There were 35 individuals that played a part in getting everything ready for this project.

## **MINUTES**

A motion was made by Bill Stone and seconded by Ann Smith to approve the January meeting Minutes (**Attachment A**) as presented. The motion carried.

## **COMMITTEE REPORTS**

### **Executive Committee:**

For information purposes, the Executive Committee Meeting Minutes for January 15, 2020 (**Attachment B**) were distributed.

**Athletics Committee:**

Committee Chairman Tom Thuss announced that we held the home openers for baseball and softball teams this week. Baseball team lost 11-3, but came back on Sunday and swept a double header. We will host the Montreat JV team tomorrow at Walker Stadium at 3 p.m.

Our softball team won the first game and lost the second. They are currently 1 and 5 and play Pitt Community College and Louisburg College on Friday. Quite a few of our players are not from Caldwell County, so their parents and families were also here.

The men's basketball team took second place in the conference. The women's basketball team is also now second in the conference.

Dena Holman announced that we sold \$1,900 worth of tickets to the Games on Monday.

**Building and Grounds Committee:**

Committee Chairman Bill Stone informed board members that we have received the acknowledgment letter from State Construction (**Attachment C**) that will allow us to move forward with the Electrical Lineman Facility. State Construction has approved the college to move forward with bids for the Electrical Lineman facility, State ID # 18-19750-01A, contingent upon the designer revising the project documents to show necessary changes. There will be a Prebid meeting for the Electrical Lineman facility tomorrow in the Forlines Boardroom at 10 a.m. Bid opening is scheduled for March 5, 2020 at 3:00 p.m. here in the boardroom.

**Curriculum Committee:** No report

**Finance Committee:**

In the absence of committee Chairman, Jerry Church, Trustee Billy Winkler gave the report.

Trustee Billy Winkler made a motion to accept, with gratitude, Gifts to the Institution this period in the amount of \$808,831.95 as shown in **Attachment D**. The motion carried.

A motion was made by Trustee Billy Winkler to approve the Interim Financial Summary Report (**Attachment D-1**) for January 2020 as presented. He informed the board that the report shows expenditures to date and the percent expended. The motion carried.

**Personnel Committee:**

Committee Chairperson Wongalee Thomas presented, for information purposes, the following employments/retirements and resignations: the employment of Ashley Causby, full-time Technical Director, J.E. Broyhill Civic Center (**Attachment E**);

employment of Justin Harris, full-time Director, Energy and Construction Trades (**Attachment E-1**); employment of William Combs, full-time Facility Operations Worker, Watauga (**Attachment E-2**); Employment of Hannah Clark, full-time Grants Writer/Manager (**Attachment E-3**); employment of Kevin Hartley, full-time Instructor, Truck Driver Training program (**Attachment E-4**); the retirement/resignation of Jackie Edwards, full-time Accounting Technician Finance and Administration (**Attachment E-5**); the retirement/resignation of Jean Branham, full-time Instructor Career Technical Education (**Attachment E-6**); the resignation of Ben Willis, full-time Small Business Center Director (**Attachment E-7**); the resignation of Matt Anderson, Athletic Director (**Attachment E-8**); the resignation of Denise Davis, full-time Nursing Instructor (**Attachment E-9**).

**Policy and Legislative Committee:** No report

## **SGA REPORT**

SGA President Calistia Gragg informed board members of the new officers for Caldwell SGA. The officers are as follows: Meredythe Galliher-Vice President, Caylan Johnson-Treasurer, Cassie Roberts-Senator, Shania Hamid-Senator, Sunny Storie-Senator. The Watauga Campus new SGA officers are Michaela Waters – Secretary, Lauren Deimler-Treasurer and Addy Isenhour-Senator.

Club Day for Caldwell Campus was well attended. SGA had 8 student organizations raising money or awareness for their club. The 2020 Census was recruiting for open positions and ALFA attended and handed out information about their services.

The Bears to Build Foundation Fund Raiser was a huge success. SGA sold out on the second day of the event. They are planning to do this again for Easter and it will be \$15 for students. So far, for their fundraiser, SGA has raised \$990 that they will donate to the Foundation. As another fundraiser, SGA has also been selling meat sticks as a way to raise money for the Foundation. So far SGA has raised \$517 from their sales of meat sticks.

Watauga campus is also selling Bears to Build as a way to raise money for Relay for Life and our Foundation. They will also sell the Bears to Build for Easter.

SGA held a Human Trafficking Awareness event which had a positive outcome. One lucky student won a \$100 gift card.

On Wednesday, March 11, 2020, SGA will be hosting a gamer's tournament in the student lounge and in the gym. There will be pool, ping pong and a black jack tournament.

On February 5<sup>th</sup>, Watauga Campus SGA hosted the TRIO Deli and had a guest speaker who spoke to them about the harsh reality of human trafficking.

On March 6, Watauga High School students will be on the Watauga Campus and Michaela Waters and Diane Mazza will be showing them around campus.

## **PRESIDENT'S COMMENTS**

Dr. Poarch presented, for information, the Civic Center Monthly Report for January 2020 (**Attachment F**) and Letters, News Articles, and Board highlights (**Attachment M**). He also informed board members that Water Life Church has now moved from the Civic Center into the Lenoir Mall area.

Dr. Poarch informed board members that the college has donated 164 computers to Caldwell County Schools (**Attachment G**). He also stated that Susan Wooten and our IT Team work closely with others to make sure that our computers are not vulnerable to being hacked. That is not to say that it will never happen, but with our IT department it is a lot less likely that it will happen to our computers.

Dr. Poarch shared updated information on the myFutureNC (**Attachment H**). The goal of myFutureNC is to have 2 million North Carolinians receive a high-quality postsecondary degree or credential by 2030. Right now, we have 1.3 million who have these credentials. He is working with universities and public schools to obtain these goals by promoting cross-sector alignment and coordination between NC leaders in education, business, and government.

Dr. Poarch presented, for information purposes, a copy of the Appalachian Regional Commission Grant (**Attachment I**). If we receive this grant award it will allow us to purchase at least 12 new machines for our new Broyhill Center for Advanced Technologies. The grant is for \$200,000.

Dr. Poarch presented, for information, copies of the letters of support received for the Bellwether nominations (**Attachment J**). The letters included support from Senator Thom Tillis, Dr. Don Phipps, the NC Community Health Center Association, and Benjamin Money, Jr., Deputy Secretary for Health Services.

Dr. Poarch presented, for information, a copy of the Tides Foundation

Grant Award Letter (**Attachment K**). This is the approval letter for the Google Connect Grant for \$100,000. Our plan is to have video conference classrooms on our campus and one in each of the high schools. This will allow the public-school system to set-up video conferencing between the high schools themselves and gives us a way to reach the high school students through video conferencing. We hope to have it ready to by this fall.

Dr. Poarch shared the colleges historical FTE comparison by term (**blue folder**). This is a historical look at our FTE by term. Curriculum FTE was 1,421 in fall of 2019, currently we are up 70 FTE from one year ago. Continuing Education is down nine FTE and Basic Skills is up 3 FTE from one year ago.

Dr. Poarch presented the Spring Enrollment Report for 2016 – 2020 (**Attachment L**). This report also shows enrollment up 7.3% from last spring. 59% of enrollment is female, 9% is Hispanic. 1,300 of our students are high school students. Our most successful students are our high school students.

Dr. Poarch informed board members that on Thursday, February 20, 2020 at 1:30 p.m., Congresswomen Virginia Fox will visit our institution. He will have discussions with her on federal issues such as short-term training programs and those students needing access to Pell Grants. He will also discuss TRIO and their success. She plans to tour the Cobra Care Clinic and some of our program areas. All board members are welcome to attend.

## **CHAIRMAN'S COMMENTS**

For information purposes, the NCACCT Legislative Seminar Agenda (**Attachment N**) for the March 18-20, 2020 meeting was distributed.

Chairman Taylor reminded board members that their SEI forms are due by April 15, 2020. He distributed the SEI No Change Form (**Attachment O**) and the SEI Long Form (**Attachment P**) for those that have not yet filed.

For information purposes, Chairman Taylor presented to the board the Calendar of Events (**Attachment Q**) and future Board Meeting Dates, and upcoming meeting and event dates.

Chairman Taylor reminded board members that the regularly scheduled March 18, 2020 Board meeting has been cancelled due to the majority of our board members attending the NCACCT Meeting that will be held in Raleigh, NC, March 18-20.

Dr Poarch informed board members that Dr. Shockley's father passed away and they will have a private service on Saturday.

**ADJOURNMENT**

There being no further business, the meeting adjourned.

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Donna Church, Recording Secretary

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Thomas "Tom" L. Thuss, Board Secretary