

## **CCC and TI Board of Trustees Board Meeting Minutes**

**Wednesday, August 19, 2020**

The CCC&TI Board of Trustees met in regular session on Wednesday, August 19, 2020 at 11:30 am in Room 206 at the Civic Center.

### **Those present at the meeting:**

Larry W. Taylor-Chairman, Jerry T. Church, Alvin W. Daughridge, Ronald Beane, Bill Stone, Joel Carroll, Ann E. Smith, James E. Sponenberg, Dale Hamby, Thomas L. Thuss, Wongalee Thomas, William R. Winkler, Chris Barlowe, Meredythe Galliher-SGA

### **Those absent from the meeting:**

Lowell K. Younce

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

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

Chairman Larry Taylor called the meeting to order and asked Trustee Ron Beane to give the invocation.

### **ETHICS STATEMENT**

Trustee Dale Hamby was asked to review the following Ethics Statement with 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 appearances of conflict. Does any Board member have any known conflict of interest or appearance of conflict 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 matter involved. ( N.C.G.S. 138A-15e)*

### **ATHLETICS ACTION PLAN**

Jeff Link, Executive Director Student Engagement/Educational Partnerships Student Services and Athletic Director presented, for information, the COVID-19 Athletics Action Plan (**Attachment A**). Jeff informed board members that with this plan, our goal is to welcome back our athletes safely by making sure we are as prepared as possible for COVID-19 by following the federal and state guidelines as well as adhering to college policy. Jeff provided an overview of the Action Plan and explained that the practices and workouts will be in small groups, instead of the entire group at one time. Jeff thanked the trustees for their

support of the athletic programs.

## **STRATEGIC PLAN 2020-2025**

explained

Liz Silvers, Executive Director Accountability & Strategic Initiatives, presented for board approval, the 2020-2025 Strategic Plan (**Attachment B**). Liz informed board members that the 2020-2025 Strategic Plan embodies the vision statements, goals and initiatives set forth by CCC&TI. The new logo for our Strategic Plan is entitled CCC&TI Transforming Lives: Engage, Innovate, and Lead. Liz

that the next five years will be spent in creating a level playing field for our students and community, and collaborating with our partners to help carry out the Strategic Plan, and we hope that Transforming Lives will be our road to success over the next five years. Dr. Poarch announced that many of our trustees participated in the Future Search event, and he thanked the trustees, faculty and staff for all their hard work. A motion was made by Trustee Dale Hamby and seconded by Trustee Ron Beane to approve the 2020-2025 Strategic Plan as presented. The motion carried.

## **TRUSTEE EVALUATION SUMMARY**

Liz Silvers presented, for information purposes, the 2020 Trustee Evaluation Summary (**Attachment C**). She informed board members that the reason for this evaluation is to get feedback and input from the trustees and to meet the annual requirement for SACSCOC. The categories of the evaluation are board organization, policy role, community relations, policy direction, board-president relations, standards for college operations, institutional performance, board leadership, advocating for the college, and board education. There are also, five questions which consist of the following: What are the major accomplishments of the Board in the past year; What are the areas in which the Board could improve; As a trustee, I am most pleased about; As a trustee, I have concerns about, and; As a trustee, I would like to see the following changes in how the Board operates. We received a total of 10 responses from 15 board members, but COVID and not being able to meet face to face had an impact on the responses.

## **MINUTES**

A motion was made by Trustee Bill Stone and seconded by Trustee Dale Hamby to approve the July 15, 2020 Board Meeting Minutes (**Attachment D**) as presented. The motion carried.

## **COMMITTEE REPORTS**

### **Executive Committee:**

Committee Chairman Larry Taylor presented, for information, the Executive Committee Meeting Minutes (**Attachment E**).

**Athletics Committee:** No report

### **Building and Grounds Committee:**

Committee Chairman Bill Stone presented, for information purposes, the following information: The site work for the Lineman building is nearing completion and dirt is being moved to form the building pad. Duke Power is currently pulling power into the site. The Paul H. Broyhill Center for Advanced Technologies is receiving the final coat of paint. Lights, doors, and ceiling are being installed today, and the furniture is scheduled to be delivered and installed today.

**Curriculum Committee:** No report

### **Finance Committee:**

Committee Chairman Jerry Church presented Gifts to the Institution (**Attachment F**) this period in the amount of \$27,068. He made a motion to accept, with gratitude, the Gifts in the amount of \$27,068. The motion carried.

Jerry Church made a motion to approve the Financial Summary Report for July 2020 as shown in **Attachment F-1**. The motion carried.

### **Personnel Committee:**

Committee Chairperson Wongalee Thomas presented, for information, the employments, retirements and resignations: the employment of Martin Hubner, full-time Instructor Business Administration (**Attachment G**); Marek Gaddy, full-time Instructor Health and Physical Education (**Attachment G-1**); Julie Couch, full-time Coordinator, Adult Basic Education (**Attachment G-2**); Elizabeth Eller, full-time Academic Success (**Attachment G-3**); Robert McBurney, full-time Technician Computer Services (**Attachment G-4**); Sean Williams, full-time Director/Instructor, Biopharmaceutical Technology (**Attachment G-5**), and Joshua Brewster, full-time Director, Security (**Attachment G-6**). The retirement/resignation of Anna Alexander, full-time Instructor, Accounting Career Technical Education (**Attachment G-7**), and the resignation of Mikayla Bryant, full-time Foundation Assistant (**Attachment G-8**).

### **Policy and Legislative Committee:**

Committee Chairman Dale Hamby presented, for information, the Policy and Legislative Committee Meeting Minutes as shown in **(Attachment H)**.

## **SGA REPORT**

SGA President Meredythe Galliher presented, for information, the following report: SGA is continuing the E-sports League with the Company Mission Control. The systems being used in the league are PlayStation 4, Xbox, and Nintendo Switch. The games offered are Madden, Smash Bros, and Rocket League. Registration for the League will be held Aug. 24 through Sept. 4.

Welcome Back Week began on August 17, 2020. The online scavenger hunt, which includes various information about the campuses, and COVID safety was released on Monday, August 17, and we currently have 50 students participating. Those participating will be eligible for giveaways of gas cards, t-shirts, stickers, car decals, key chains, and gaiters. On the Caldwell Campus, SGA has been distributing goodie bags with items like face masks, hand sanitizers, pens, pencils, etc.

SGA held media days on August 5-6, 2020, which is introductory videos of the officers for this year, as well as, Public Service Announcements for each campus about Coronavirus safety.

Both Caldwell and Watauga SGA members participated in the Mental Health First Aid Training on Aug. 5-6. Meredythe announced that she, along with several others are now Certified Metal Health First Aid Responders.

Vice President, Student Services Dena Holman informed board members that we held non-traditional graduation exercises on August 8, 2020. 140 graduates participated in the exercises. She also informed the board that as of Monday, August 17<sup>th</sup> our enrollment was 3,744, which is up from last year.

Trustee Alvin Daughridge thanked all for the work they did to make sure the students were able to celebrate their graduation and he also thanked Dr. Poarch for all his time and effort during the event.

## **PRESIDENT COMMENTS**

Dr. Poarch presented, for information, the TRIO Student Support Services Grant approval **(Attachment I)**. Dr. Poarch informed board members that we have approximately 200 students a year that participate in our TRIO program that is for first generation college goers. The attached award notification shows that our TRIO program has been renewed for another five-year term and will run through 2025.

Dr. Poarch gave a fall semester update. He informed board members

that he is proud of our fall enrollment and where we currently are because many of the other institutions are down significantly in their enrollment. Where we are in enrollment speaks to the efforts of all of our staff. We are in day three of our fall semester and things are going really well. He informed board members that he received a phone call this morning from Dan Soucek, former NC State Senator. His daughter is enrolled in our Watauga campus and he was commending us on our safety protocols and the care that has been taken with his daughter. It was good to hear some positive, with everything that we have been dealing with lately. We will continue to evaluate our protocols.

Dr. Poarch presented, for information, **Attachment J**, which shows one of our employees, Elaine Setzer Maxwell is planning to run for the Caldwell County School Board.

Dr. Poarch informed board members that Dr. Bill Carver, former president at Nash Community College, will be the interim president for the NCCC System office. He also informed the board that he is now the Vice President for the NC Association of Community College Presidents. They will accept applications for the NCCCS President's position through September 15 and will begin the interview process as soon as possible after that time. The goal is to have someone in place by January. We have a vested interest in who is hired and he will make sure they are kept in the loop. The new president will decide if they will hire a new Chief of Staff. Jennifer Haygood has been in that position for the last 12 years and will be very difficult to replace.

Dr. Poarch announced that we have unofficial information that our pass rate was 100% for Nursing, Radiography, Nuclear Medicine and BLET.

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

## CHAIRMAN'S COMMENTS

Chairman Taylor presented, for information, the Updated/Corrected 2020 Board Meeting Calendar (**Attachment L**), the approved 2021 Board Meeting Calendar (**Attachment M**), the Calendar of Events (**Attachment O**), and the future board meeting/event dates.

Chairman Taylor presented, for information, the NCACCT Virtual Leadership Meeting Agenda (**Attachment N**).

Chairman Taylor asked all Executive Council members to come to the front of the room and the board thanked them for all the great work they do for the college, students, and community.

**UNFINISHED  
BUSINESS**

A motion was made by Trustee Ann Smith and seconded by Trustee Dale Hamby to go into Closed Session to discuss the Presidential Contract for 2020, with a report being made when the board reconvenes (**Pursuant to the provisions of N.C.G.S. 143-318.11**). The motion carried.

After reconvening the board meeting, it was noted that a request was made to make minor changes to the Presidential Contract for 2020. A motion was made by Trustee Jim Sponenberg and seconded by Trustee Dale Hamby to change the President's contract beginning date from 2016 to 2020, which was due to a clerical error, and the ending date to 2025, making the contract a five-year contract. Chairman Taylor asked for any discussing concerning the changes to the Presidential Contract. There being no changes noted, the motion carried.

**NEW  
BUSINESS**

Chairman Taylor announced that board members will tour the Paul H. Broyhill Center for Advanced Technologies Building and the new Electrical Lineman facility site after adjourning the meeting.

**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