

**Caldwell Community College & Technical Institute
Board of Trustees Regular Meeting Minutes**

Tuesday, March 16, 2021

The CCC&TI Board of Trustees met in regular/telephonic session on Tuesday, March 16, 2021 at 11:30 a.m. at the JE Broyhill Civic Center, Room 206.

Those board members participating:

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

Those board members absent were:

Lowell K. Younce

CCC&TI Staff and others participating:

Dr. Mark Poarch-President, Randy Ledford, Donnie Bassinger, Dena Holman, Susan Wooten, David Holman, Mark Howell, Donna Church, Edward Terry, Carmen Boone-News Topic and NCSU guest, Mr. Todd Mangrum.

Chairman Taylor called the meeting to order and asked Trustee Alvin Daughtridge to give the invocation.

ETHICS

STATEMENT:

Trustee Chris Barlowe was asked to review the following Ethics Statement with members of 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).

MINUTES

A motion was made by Bill Stone and seconded by Ron Bean to approve the February 2021 meeting Minutes (**Attachment A**) as presented. The motion carried.

INTRODUCTIONS

Dr. Poarch introduced Mr. Todd Mangrum with NCSU. Mr. Mangrum thanked Dr. Poarch and the board for allowing him the opportunity to participate in the board meeting.

COMMITTEE

Athletics Committee:

Committee Chairman Tom Thuss announced that the way the athletics schedule has been compacted into a few months, our staff are having to work really hard. Tom informed the board that we had a player named NJCAA's Softball Division II Pitcher of the week for March 1- 7, Jada Wilson. Jada went 3-0 on the mound last week, picking up a win against then 14th ranked Florence-Darlington Technical College on Friday, March 5 as well as two wins against Cleveland Community College on Saturday, March 6. For the week she allowed no runs or walks in 14 innings pitched while recording 11 strikeouts. For the season, Jada is 6-0 with a 0.62 ERA with 32 strikeouts in 34 innings pitched, to go along with one save and five complete games.

The Cobras are 9-1 on the season and return to action on Friday at home at 1PM for a double header against Surry Community College. On Saturday, the Cobras will host Patrick Henry Community College in a double header starting at 1PM.

Concerning attendance for baseball games, they remain closed to the public due to limited seating compacity. The head coach will receive tickets to give to family members. There will be 204 seats available for spectators for baseball and 208 for softball on a first come first serve bases.

Building and Grounds:

Committee Chairman Bill Stone announced that we are close to being able to tour the new Lineman facility.

Curriculum Committee:

Committee Chairman Alvin Daughridge informed board members that the Curriculum Committee met today, March 16 at 11:00 a.m. to discuss the approval of two new programs. The Diesel and Heavy Equipment program (**Attachment B-1**) and the Emergency Medical Science program (Attachment B). An overview of each proposed program was presented to the board. On behalf of the Curriculum Committee, Alvin Daughridge made a motion to the full board to approve both the Diesel and Heavy Equipment program and the Emergency Medical Science program. The motion was seconded by Tom Thuss. The motion carried.

Finance Committee:

Committee Chairman Jerry Church made a motion to approve the State Budget Transfers for February 1-28, 2021 (**Attachment C**),

with numbers 49-53 being normal operating cost. The motion carried.

Chairman Jerry Church announced that according to the Interim Financial Summary Report, we are 66% through the year. He made a motion to approve the Interim Financial Summary Report for February 2021(**Attachment C-1**) as presented. Motion carried.

Personnel Committee:

Committee Chairperson Wongalee Thomas presented, for information purposes, the following employments, retirements and resignations: the retirement/resignation of Darlene Greer Full-time Accounting Technician, Watauga Campus (**Attachment D**); the retirement/resignation of Frankie Kelly, Full-time Religion/Philosophy Instructor – Watauga Campus (**Attachment D-1**); the resignation of Meredith Stutts, Full-time Assistant Director, Financial Aid (**Attachment D-2**); the employment of Tia-Lis Joyner, Full-time Housekeeper, J.E. Broyhill Civic Center (**Attachment D-3**), and the employment of Richie Covington, Full-time Financial Aid Counselor/Program Specialist-Watauga (**Attachment D-4**).

Policy and Legislative Committee: No report

**REPORT
FROM SGA**

Meredythe Galliher, SGA President reported the following information concerning SGA to members of the board:

For Women's History Month in March, SGA is holding a poster contest. SGA is asking students to create a poster highlighting a favorite woman who has made historical contributions. The submissions will be judged on creativity, best poster, information, and best original artwork and we will send out a voting form to students through google forms.

SGA is also going to be advertising two movies for students to watch on Netflix in March. We will also have a trivia type quiz about the movies and will be giving away prizes. The movies are made by and about women, and the two titles are Hidden Figures and Suffragettes.

The N4CSGA Spring Conference is coming up on March 26th-27th. The Conference is being held virtually.

This week, we will be releasing our pre-order forms for our end of the year events. SGA will be holding a student art contest where students can submit their tee-shirt and blanket designs. That information will go out this week.

The event for the Caldwell campus is called Make a Friend. We will be giving students a free bears-to-build kit while supplies last and will also

have them available for purchase to any faculty and staff member who would like one.

The event for the Watauga campus is called Picnic Pick up. We will be giving away blankets and box lunches. The box lunches are being prepared by culinary. We will be offering options of burgers, veggie burgers, and a gluten-free or no bread option. SGA will send out a google form several weeks in advance so that students can sign up for the food they want, as well as, which day they would like to pick it up. Weather permitting, we will encourage students to have a picnic on the lawn at a safe distance.

American Redcross Blood drive will take place on Friday, March 26th from 9:00 am-2:00 pm in two buses on campus.

For April, SGA is planning the following:

“All Relief April” which involves stress relief workshops for students. Kim Lackey, Tuesday Sigmon, and Diane Mazza met and came up with 4 workshops (Mindfulness, Yoga, Meditation and the Rice Experiment) for students to participate in for stress relief.

SGA is holding a workshop that is centered around the way you speak to yourself impacts others and you. The Rice experiment is basically making rice and putting it into three containers, one container you speak positively to, one you speak negatively to, and one you ignore, and at the end of the month the rice should have fermented differently in each container.

SGA is also planning on advertising another film for students to check out in April called the “Social Dilemma.” This Film focuses on the impacts of social media on people’s mental and emotional health, and there will be a quiz for students to take about the movie to be able to win prizes.

SGA Election Applications will be available April 1-22, with voting to occur on April 26-30.

PRESIDENT’S COMMENTS

Dr. Poarch presented, for information purposes, the Civic Center Monthly Report February 2021 (**Attachment E**). He also announced that we have begun to allow people to use the Civic Center up to 35 people in Room 206 in the auditorium we can allow up to 250.

Dr. Poarch informed board members that he received information from the system office asking for budget call back #2 for Fiscal Year 2020-21 as shown in **Attachment F**, which means they have asked for additional funds. On page two of Attachment F, the amount of the first call back is shown and the second call back will be approximately \$400,000. There may also be a potential third call back of funds. We operated under budget restrictions until January 2021.

Dr. Poarch presented the budget priorities for the NCCCS as shown in **Attachment G**. There is an additional item added to the sheet, related to IT Security. This is designed to help issues like the Ransomware attachment that occurred at Central Piedmont. There is a \$1.5 million-dollar in recurring fund requests in the priorities to help with the cyber security challenges across the system.

Dr. Poarch informed board members that he and some of the trustees had a very good meeting with Senator Ballard on Friday, March 12. Calistia was also present with Dr. Poarch, Larry Taylor, Jerry Church and Bill Stone. Information discussed, included employee salaries, stimulus bills and how the rules have changed for spending the money. For your information, we will have another legislative meeting on Friday, March 19, with Representative Destin Hall and Representative Pickett.

Dr. Poarch presented the Title II Funding for Corrections Education as shown in (**Attachment H**). Dr. Poarch announced that we will get additional Title II funds related to correctional funds. We are slated to get \$35,000.

Dr. Poarch presented the Title II Funding for Promoting Innovation Initiative FY 2020-2021 (**Attachment I**). He explained that this is additional funds from Title II Funding for program development cost, part-time salaries and Career Development.

Dr. Poarch gave a Covid 19 Update. He informed board members that he does not currently have a lot of additional information to report. All employees who wanted to be vaccinated have been. We had over 200 employees vaccinated. He is grateful for the partnerships that allowed us to do this.

Dr. Poarch presented the 2020-2021 Foundation Annual Fund Drive Videos. There are five community leaders and several students that were asked to be a part of the videos. The students are those who have benefited from help given through the Foundation. All the videos were done in house by our marketing department.

For information purposes, Dr. Poarch presented Letters, News Articles and Board Highlights as shown in **Attachment J**.

**CHAIRMAN'S
COMMENTS**

Chairman Taylor presented a Trustee Reappointment letter for 2021 for Trustee Ann Smith. Ann Smith was reappointed for another four-year Term (**Attachment K**).

Chairman Taylor reminded those present that the 2021 SEI Forms are due to The Ethics Commission by April 15, 2021.

Chairman Taylor presented, for information purposes, the Calendar of Events (**Attachment L**) and future board meeting dates and upcoming events.

ADJOURNED

There being no further business the meeting adjourned.

Donna Church, Recording Secretary

Thomas "Tom" Thuss, Board Secretary