

CCC and TI Board of Trustees Meeting Minutes

Wednesday, August 18, 2021

The CCC&TI Board of Trustees met in regular session on Wednesday, August 18, 2021 at 8:00 a.m. in the John Forlines Boardroom.

Those present for the meeting were:

Larry W. Taylor-Chairman, Joel W. Carroll, Jerry T. Church, Alvin W. Daughridge, Christopher Barlowe, William “Bill” Stone, Ann E. Smith, James E. Sponenberg, Dale Hamby, Wongalee Thomas, Lowell Younce, Candis Hagaman, and Brianna Swanson-SGA

Those absent from the meeting were:

Ronald Beane, William R. Winkler

CCC&TI Staff and others present:

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

Chairman Larry W. Taylor called the meeting to order and asked Trustee Alvin Daughridge to give the invocation.

**ETHICS
STATEMENT**

Trustee Ann Smith 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 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-15)

**OATHS
OF OFFICE**

Notary Public Donna Church swore in one reappointed board member, and one new board member. Mr. Lowell Younce was reappointed by the Watauga County Commissioners and will serve another four-year term beginning July 1, 2021 and ending June 30, 2025. Ms. Candis Hagaman was newly appointed by the Caldwell County Commissioners and will serve a four-year term beginning July 1, 2021 and ending June 30, 2025.

BY-LAW CHANGES

Nominating Committee Chairman Jim Sponenberg presented, to the board, a copy of the Board By-Laws with recommended changes as shown in **Attachment A**. Mr. Sponenberg explained that we have, in the past, had a Board Chairman, Board Vice Chairman, Board Secretary and Board Treasurer as officers for the CCC&TI Board of Trustees. In reviewing the General Statutes, our Board of Trustees is required to have a secretary position. Therefore, since the trustee holding the Board Secretary position was not reappointed, a motion was made by Jim Sponenberg, on behalf of the Nominating Committee, to combine both the Board Secretary position and the Board Treasurer position into one position that would be listed as Board Secretary/Treasurer. He also explained that we have met the 48-hour window required for review before bringing the changes before the board for approval. The motion carried.

The motion was made by Jim Sponenberg to make the nomination of Ann Smith for the Board Secretary/Treasurer position. The motion carried.

NOMINATING COMMITTEE

Nominating Committee Jim Sponenberg reviewed the Nominating Committee Report for July 21, 2021 (**Attachment B**) and the Nominating Committee Report for August 12, 2021 (**Attachment B -1**) with members of the Board.

INTRODUCTIONS

Dr. Poarch introduced two new employees. Hunter Nelson, Full-time Welding Technologies Instructor, and Ruby Price, Full-time Financial Aid Technician.

MINUTES

A motion was made by Ann Smith and seconded by Bill Stone to approve the July 21, 2021 meeting Minutes (**Attachment C**) as presented. The motion carried.

COMMITTEE REPORTS

Executive Committee: No report

Athletics Committee:

Committee Chairman Joel Carroll presented, for information, the Athletics Committee Meeting Minutes (**Attachment D**) for the July 21, 2021. Joel also briefly touched on the topic of future athletics scholarships and fund-raising possibilities.

Building and Grounds Committee:

Committee Chairman Bill Stone provided the board with a facilities update. Lineman Facility: Posts are scheduled to be set for fencing, weather permitting. J Building: Floor has been coated and we are currently working with Nycom Inc., on installing new equipment for the Pharma Lab. We continue to wait on the electrical and civil engineer report to submit drawings for the steps at Watauga. We also continue to wait on the Western Carolina topography survey on the athletic field before the architects can finalize the drawings for the bid.

Curriculum Committee: No report

Finance Committee:

Committee Chairman Jerry Church made a motion to accept, with gratitude, Gifts to the Institution this period in the amount of \$9,500 (**Attachment E**). The motion carried.

A motion was made by Jerry Church to approve the Interim Financial Summary Report for July 2021 (**Attachment E-1**) as presented. The motion carried

A motion was made by Jerry Church to accept, with gratitude, the In-Kind Gift Donation from Ashe Memorial Hospital as shown in **Attachment E-2**) and In-Kind Gift Donation from Stallergenes Greer as shown in their **blue folder**. The motion carried.

Personnel Committee:

Committee Chairperson Wongalee Thomas presented, for information, the following employments and resignations: The employment of William Norment, Full-time Computer Services Technician (**Attachment F**); the employment of Ruby Price, Full-time Financial Aid Technician (**Attachment F-1**); employment of Hunter Nelson, Full-time Welding Technologies Instructor (**Attachment F-2**); employment of Brandon Cockerham, Full-time Truck Driver Training Instructor (**Attachment F-3**); employment of Davis Branch, Full-time Production Technician, Civic Center (**Attachment F-4**); employment of James Manos, Full-time Philosophy Instructor – Watauga Campus (**Attachment F-5**); employment of Carolyn Kitchens, Full-time Chemistry Instructor (**Attachment F-6**) and the resignation of Julie Ahouse, Full-time Financial Aid Director (**Attachment F-7**); resignation of Melody Moss, Full-time Administrative Assistant, Con. Ed. (**Attachment F-8**), and resignation of Ashley Causby-Hicks, Full-time Technical Director, Civic Center (**Attachment F-9**).

Policy and Legislative Committee: No report

**SGA
REPORT**

SGA President Brianna Swanson reported that SGA provided refreshments for Student Orientation on August 13. Get back in the game events start today. SGA will also have Revive and Thrive event, monthly mental health event, art therapy, music expression and also created T-shirts. SGA will also hold

Creepy Caldwell 5 for students only. Watauga SGA is hosting a Blood Drive on September 1, 2021.

Vice President of Students, Dena Holman announced that today is the first day of classes for our fall semester. Enrollment is currently 3,318, but our goal is 3,800. We will continue registration, so numbers will fluctuate for the next couple of months.

PRESIDENT'S COMMENTS

President Poarch presented, for information, the Civic Center Monthly Report for July 2021 (**Attachment G**). Our Covid protocols also apply at the Civic Center as well as our campuses.

Dr. Poarch gave the board a fall semester update and began by stating that he is excited to kick off the semester, but the masking requirement will continue and adjustments will be made accordingly. We will also begin the weekly meetings with our health care officials, so that we can stay on top of the most up-to-date information and will make adjustments as needed.

President Poarch presented, for information, some of the responses from the 2021 Trustee Evaluation results as shown in **Attachment H**. Some of the concerns noted was campus security. He informed the board that we continue to make the campus as secure as possible. Chairman Taylor commended the board for how well they work together.

Dr. Poarch presented the Allocation for Longleaf Complete Grant as shown in **Attachment I**. He informed the board that this memo has the information concerning the grant and also specifies how the allocations are to be used. We are trying to give priority to those impacted by Covid. There were approximately 140 students enrolled in spring 2020 and have not returned or graduated. We will use the Longleaf Complete funds to encourage them to come back to finish their degree.

Dr. Poarch presented the board with a Legislative Update as shown in **Attachment J**. We are excited that the house budget came out with most of the priorities funded. They proposed salaries are a 7% increase for faculty and 4% for staff. He also discussed the proposed capital funding allocation of \$23 million for a new health science building and will meet with Senator Ballard to discuss this tomorrow.

Chairman Taylor stated that we owe Dr. Poarch a big round of applause for all he has done to make this money possible. He has worked very hard to bring these funds into the institution. When he was asked questions pertaining to funding from our legislators, he answered in a way that would benefit CCC&TI. We have an anomaly year this year and he thanked the board for their help in working with the General Assembly on this.

Dr. Poarch presented information concerning Overhead Receipts Proposal as shown in Attachment K. He provided an overview of **Attachment K** and drew their attention to the second paragraph, which requires board approval to be able to use the unrestricted portion of overhead receipt funds. Dr. Poarch recommended that the Board approve the use of these funds to engage the services of third party provider (Financial Aid Services) to support the office of Financial Aid until the Financial Aid Director position can be filled. A

motion was made by Jerry Church and seconded by Alvin Daughridge to approve the use of the overhead receipts funding as presented. The motion carried.

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

CHAIRMAN'S COMMENTS

Chairman Taylor presented for information, the finalized Board Committee assignments for the 2021-2022 year (**Attachment M**).

Chairman Taylor presented, for information, the new trustee appointment letter for Candis Hagaman (**Attachment N**). Chairman Taylor thanked Tom Thuss for his years of service on the college board. The board applauded Tom Thuss' service to the board.

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

Trustee Bill Stone asked if it would be possible to change the time frame of the October meeting with the commissioners and Board of Education so that they will be able to tour the new facilities. Dr. Poarch agreed to check on the time frame of the October meeting and report back at the next meeting.

Dr. Poarch asked if it would be possible to change the Wednesday, November 17, 2021 Board meeting date to Thursday, November 18, 2021 at 11:30. All were in agreement to change the meeting date to November 18.

NEW BUSINESS

Pursuant to the provisions of N.C. G.S. 143-318.11, a motion was made by Trustee Bill Stone and seconded by Trustee Ann Smith to go into "Closed Session" to discuss a property matter, with no report being made after the Closed Session. The motion carried.

ADJOURNMENT

There being no further business, the meeting adjourned.

Donna Church, Recording Secretary

Ann E. Smith, Board Secretary/Treasurer