

**ATTACHMENT A**  
**CCC and TI Board of Trustees Meeting Minutes**

**Thursday, February 16, 2023**

The CCC&TI Board of Trustees met in regular session on Thursday, February 16, 2023 at 11:30 a.m. in the Forlines Board Room (A101).

**Board members present:**

Larry W. Taylor-Chairman, Jerry T. Church, Alvin W. Daughridge, Wongalee Thomas, James Sponenberg, William "Bill" Stone, Ann E Smith, Joel Carroll, Candis Hagaman, William R. Winkler, Lowell Younce, Emily Norwood-SGA

**Board members absent:**

Ronald Beane, Chris Barlowe, Dale Hamby

**Others participating:**

Dr. Mark Poarch-President, Dr. Jason Chaffin, Donnie Bassinger, David Holman, Dena Holman, Susan Wooten, Liz Silvers, Jennifer Campbell, Donna Church, Edward Terry

Chairman Taylor called the meeting to order and asked Trustee Alvin Daughridge to give the Invocation.

**ETHICS  
STATEMENT**

SGA President, Emily Norwood 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 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)*

**PROGRAM  
HIGHLIGHT**

Susan Wooten, VP Technology/Chief Information Officer reviewed the ERP System for the board. Ellucian Banner is the leading ERP system used in higher education. They recommend it be phased in for modernization. Advansys and Destiny One should be completed by this summer. She also informed board members of the Rural Broadband Phase II project. This project will be a real game changer for us. MCNC does a site assessment, and they handle all the work that goes with the assessment. The proposal is to bore from the back of E Building

and connect to the Lineworker Building which will provide network coverage for this building and the future field house. She announced that CIS to the cloud will move to AWS (Amazon web servers), this improves security and moves servers off campus.

One of the security guards were on campus to scan our network servers to check for things that are unsecure. She also spoke about some software that would help keep us more secure, such as Artic Wolf that is a 24-7 network software. There is also a security software called Microsoft Defender for employees that scans every email that comes in and goes out. She informed that board that we have already implemented the use of 14-character passwords. Dr. Poarch announced that he thought it would be good for the board to know what Susan and her department do. It is a big job and he is thankful to have Susan and her team on board. They all do a tremendous job at protecting our systems.

## MINUTES

A motion was made by Ann Smith and seconded by Billy Ralph Winkler to approve the January Minutes as presented (**Attachment A**). The motion carried.

## COMMITTEE REPORTS

**Executive Committee:** No report

**Athletics Committee:**

Committee Chairman Joel Carrol informed the board that our softball and baseball teams are off to a good start.

**Building and Grounds Committee:**

Committee Chairman Bill Stone presented, for information, the Building and Grounds Committee Meeting Minutes for January 18, 2023 as shown in **Attachment B**.

Other facility updates were as follows:

**Athletic Field:** Kessel Engineering is the testing firm for the athletic field. They indicated that wet weather has delayed the work. They will look over the site this week to see if it has dried out any. Due to weather, drilling that should have already been completed is about two months behind schedule. They are working with three different drillers to try and get a commitment on a date.

**Health Sciences Facility:** Visits were made by the team to Blue Ridge Community College and Western Carolina University last week with the Architects to visit their Health Sciences Buildings and gain ideas for the construction of our health facility. We will meet every two weeks with the Architects to move forward with our designs. Bill Stone suggested visiting CVCC's health sciences facility. Dr. Poarch agreed to set up a visit to CVCC.

Occupational Addition- Watauga: They met with the architects as well as our faculty to finalize the design for the addition in Watauga. We are now in the final design development phase, and then the final step is to submit the final construction documents to State Construction for approval.

**Curriculum Committee:** No report

**Finance Committee:**

Committee Chairman Jerry Church made a motion to approve the State Budget Transfers from January 1-31, 2023 (**Attachment C**), which also shows 34 and 38 are additional allotments. The motion carried.

Chairman Church made a motion to approve the Interim Financial Summary Report for January 2023 (**Attachment C-1**) as presented. the report shows that we are 58% through the year. The motion carried.

Chairman Church made a motion, to accept with gratitude, the In-Kind Gift Donation from Supply Chain Management as shown in **Attachment C-2**, and the In-kind Gift Donation from WLA Inc. as shown in **Attachment C-3**. The motion carried

**Personnel Committee:**

Committee Chairman Alvin Daughridge presented, for information purposes, the following employments and retirements: the retirement of Andrew Mahala, Facility Operations Worker, Watauga (**Attachment D**); retirement of Debbie Mitchell, Instructor, Biology (**Attachment D-1**); transfer of Kevin Scott Hartley to Director, Truck Driver Training (**Attachment D-2**); transfer of Martin Hubner to Director, Business Programs (**Attachment D-3**).

**Policy and Legislative Committee:** No report

**SGA  
REPORT**

**PRESIDENT'S  
COMMENTS**

SGA President Emily Norwood had no report.

Dr. Poarch, President recognized Trustee Alvin Daughridge for receiving the Torch Bearer Award.

Dr. Poarch presented, for information, the Civic Center Monthly report for January 2023 (**Attachment E**), and Letters, News Articles and Board Highlights (**Attachment N**).

Dr. Poarch presented the Spring 2023 Enrollment Report (**Attachment F**) for review. The attachment shows curriculum enrollment for spring of 2023. This is the highest enrollment since spring of 2017. We have 79 more students than we had last year. We are up in enrollment on the Caldwell Campus and down a few on the Watauga Campus. One reason for enrollment being down is that we have fewer new students coming to the institution.

Dr. Poarch presented, for information, the Final FTE Summary numbers as shown in **Attachment G**. Fall of 2022, we were up 101 FTE. We went from 358 Continuing Education students to 307. Adult Education FTE is 48 which is up 27 from a year ago.

Dr. Poarch presented, for information, the SACSCOC Fifth Year Report (**Attachment H**). There are two things in the report that we will have to respond to, but they are minor. We have to respond by September 2023.

Dr. Poarch presented for information, the Workforce Resilience Grant Program (GEER II) as shown in **Attachment I**. There is \$5 million allocated for the Workforce Resilience program. On the back of the attachment, it shows \$143,000 to be used to help student cover costs of classes.

Dr. Poarch presented, the State Board approval letter (**Attachment J**) for our request to dispose of the following Properties 1).228 acres (Tax Parcel ID #03-91-1-4A) and 2) .065 acres (Tax Parcel ID #03-91-1-4) located at 3030 Hickory Blvd, Hudson, NC. The DOT can now proceed with their work.

Dr. Poarch presented the NCCCS FY 2022-25 Legislative Agenda (**Attachment K**). This will be given to the General Assembly. It is the 2<sup>nd</sup> and 3<sup>rd</sup> year request for a total of 7% salary increase. This is \$86.8 million over the next two years.

Dr. Poarch presented for information, the NCCCS Student Investment Estimates (**Attachment L**). This will be \$145.8 million over the next two years.

Dr. Poarch presented, for information, the Student Investment Examples as shown in **Attachment M**. The State Board asked us to say how we would use the funds and Attachment M shows that information.

Dr. Poarch informed the board that Duke Energy has approached us about electrical charging stations. It will require five parking spaces and would be a five-year agreement. They sent examples of other places they have put the electrical vehicle stations. We will be entering into talks about this in the future. Those that access the stations would be charged for use. Duke will do all maintenance for the stations. Jerry Church suggested that we look into the wraps they will be using on the stations.

Dr. Poarch informed board members that we are in a good place with our Performance Funding money and all full-time employees will receive a \$1,000 bonus.

Dr. Poarch announced that he, Bill Stone, Jerry Church, and Jim Sponenberg will be visiting the General Assembly on March 8-9, 2023.

#### **CHAIRMAN'S COMMENTS**

Chairman Taylor appointed Ann Smith, Billy Ralph Winkler and Joel Carrol to participate in the Trustee Student Award of Merit committee to help choose a Trustee Student Award recipient.

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

#### **ADJOURNMENT**

There being no further business the meeting was adjourned.

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Donna Church, Recording Secretary

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Ann E. Smith, Board Secretary/Treasurer