

**CCC&TI Board of Trustees, Watauga County Commissioners
and Watauga Board of Education
Joint Meeting Minutes**

Wednesday, May 17, 2023

The CCC&TI Board of Trustees met in joint session with the Watauga County Commissioners, and the Watauga Board of Education on Wednesday, May 17, 2023 at 6:00 pm at the Watauga Student Services Center.

CCC&TI Board Members present:

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

CCCTI Board Members absent:

Christopher Barlowe, Ronald Beane, Jerry Church

Watauga County Commissioners present:

Charlie Wallin-Vice Chairman, Todd Castle, Braxton Eggers

Watauga County Board of Education Members present;

Dr. Gary Childers-Chairman, Marshall Ashcraft, Dr. Elliott-Superintendent

CCC&TI Staff and others present:

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

The meeting was called to order by Chairman Larry Taylor and the invocation was given by Alvin Daughridge.

**ETHICS
STATEMENT**

Trustee Lowell Younce reviewed the following Ethics Statement with 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 (e))

INTRODUCTIONS:

Chairman Taylor welcomed all Trustees and guests to the meeting. The Commissioners and Board of Education members expressed their gratitude for the partnerships with the college. Dr. Poarch and Chairman Taylor thanked the commissioners and Board of Education for all they do to make our partnerships with them a huge success.

2023 ACADEMIC EXCELLENCE AWARD

Dr. Poarch announced that it is his honor and privilege to present the 2023 Academic Excellence Student Award to Billie Shilling. Billie is a current student in our Hospitality Management program and will be graduating in December. Her instructor accompanied her to the meeting and had these words to say about Billie; "She is a woman of character, excellent representative and proves it can be done and done with excellence".

WATAUGA REPORT

Ronnie Holste, Executive Director Watauga Campus thanked everyone for coming. He explained that they have had 2,200 students this year with nineteen percent being above the age of 25. We graduated over 191 students, awarded student scholarships of which eighteen percent of all those receiving scholarships were Watauga County Students. He further explained that there were 121 Dream Scholarships in Watauga County and 34 of those 121 took college classes and most graduated last week. Ronnie explained that they had various events that were held on the Watauga campus over the last couple of semesters that included the Federal Bureau of Investigation, the State Bureau of Investigation, one week of NC Justice Academy for Law Enforcement, Boone Chamber of Commerce event last month and will host another event from the Boone Chamber within the next month. The Watauga campus was also a 2022 election site.

Ronnie informed the board of a few program updates. They have had the audit for the CNA program which went well, and with the new lab, the plan is to expand our Continuing Education classes on the Watauga campus. Ronnie explained that his plan is to help build community connections, not only with the local school system, but ASU as well. He also shared various student success stories with the board.

Dr. Poarch shared slides of the addition to the Watauga Occupational Training facility and the stairs that will be between the Student Services Center and the Occupational Training facility.

MINUTES

A motion was made by Bill Stone and seconded by Joel Carroll to approve the April meeting Minutes (**Attachment A**) as presented. The motion carried.

COMMITTEE REPORTS

Executive Committee: No report

Athletics Committee:

Committee Chairman Joel Carroll announced that the girls' softball and men's baseball teams went to the regional championship, which was a great achievement for our teams this year.

Building and Grounds Committee:

Committee Chairman Bill Stone gave an update on the college's current construction projects. Health Science Facility: He informed the board that they are still in the programing phase. The architects are working through a mock schedule for room utilization to assure that all classrooms are being utilized efficiently.

Occupational Training Facility Addition:

Committee Chairman Bill Stone announced that construction documents have been submitted and we are waiting on State Construction's final comments prior to bidding. Advertisement for bids for the equipment has been posted and the pre-bid meeting will be held on May 24, 2023, and the bid opening will be held on June 1, 2023.

Taylor Intramural Sports Field:

Committee Chairman Bill Stone announced that the design development phase for the specifications will be complete by May 26, 2023, and construction documents for bidding will be complete by June 16.

Curriculum Committee: No report

Finance Committee:

In the absence of Committee Chairman Jerry Church, Trustee Ann Smith gave the Finance Committee report. Ann Smith presented, for information purposes, the Finance/Building and Grounds Committee Meeting Minutes as shown in **Attachment B**.

A motion was made by Ann Smith to approve the State Budget Transfers for April 1-30, 2023 (**Attachment B-1**) as presented. The motion carried.

A motion was made by Ann Smith to approve the Interim Financial Summary Report for April 2023 (**Attachment B-2**). The motion carried.

Ann Smith made a motion to accept, with gratitude, the following In-kind Gift Donations: The In-Kind Gift Donation from Grand Manor Furniture (**Attachment B-3**) for assorted fabrics for sewing and upholstery program; the In-Kind Gift Donation from Caldwell County Board of Education for a fire truck to use in the fire academy classes (**Attachment B-4**); The In-Kind Gift Donation from Eatery Essentials for clear plastic take out containers (**Attachment B-5**); and the In-Kind Gift Donation from Iredell Health System for a Traction Table (**Attachment B-6**). The motion carried.

Policy and Legislative Committee: No report

Personnel Committee:

Committee Chairman Alvin Daughridge presented, for information, the following Retirement/Resignations and employments: the Retirement/Resignation of David Holman, Full-time VP Finance & Administration (**Attachment C**); the Retirement/Resignation of Andrew Mahala, Full-time Facilities Operations Worker (**Attachment C-1**); the Resignation of Norman Staines, Full-time Associate Dean Health and Public Services (**Attachment C-2**); and the employment of Tamara Watkins, Full-time Assistant Director, Records/Registration (**Attachment C-3**).

**SGA
REPORT**

Emily Norwood SGA President announced that she has graduated and will be going to App State in the fall. She will major in CT Education. Everyone wished Emily the best in her future endeavors.

Dr. Dena Holman announced that we have started the summer Semester, and are down about 24 students from this time last year. We think those numbers will go up after the Memorial Day Holiday.

**PRESIDENT'S
COMMENTS**

Dr. Poarch presented, for information, the Civic Center Monthly Report for April 2023 (**Attachment D**), and the Letters, News Articles, and Board Highlights (**Attachment I**).

Dr. Poarch presented, for information, the accreditation letter for Nursing (ACEN) (**Attachment E**). The accreditation team granted Nursing the longest possible accreditation, we are accredited until 2030. We also pinned 65 nurses last week.

Dr. Poarch presented the Compliance Review Letter for fiscal year 2022-2023(**Attachment F**). He explained that we do this review every two years and there were no findings so we will not have the review again for two years. He commended all those associated with the review for doing another great job.

Dr. Poarch announced that we are required to annually review our records for the Agreed Upon Procedures Report of State Capital and Infrastructure (SCIF) funds (**Attachment G**).

Dr. Poarch thanked the board for their involvement in our graduation exercises. Trustees Joel Carroll and Dale Hamby did the “Welcome” for the 4 pm and the 7 pm ceremonies, and Trustee Ann Smith presented the Trustee Student Awards of Merit. Graduation is our favorite day of the year, and shows the success of our students, faculty and staff. Dr. Poarch thanked all those that were involved with the graduation proceedings.

Dr. Poarch announced that Dr. Jeff Cox will be the new NCCCS President. Dr. Cox was the President at Wilkes Community College before accepting this position.

Dr. Poarch distributed the Budget Tracking Sheet for 2023-25 from the NCCCS which shows an additional special allocation for \$39 million dollars for the new Health Sciences Building. This budget still has to pass the House but this is a huge accomplishment for us. They have clearly identified health care as being important. The salary increases proposed by the Senate is 2.5% each year for two years for a total of 5%. Senate Bill 692, which is the Governance Bill, is also part of the budget packet which means it will have to be dealt with. He will keep everyone informed of what is happening with the budget as he gets the information.

Dr. Poarch asked all board members to please complete the 2023 Trustee Self-Evaluation (**Attachment H**) that was in their packets. The evaluation is a SACSCOC requirement. For those who prefer to complete the form online, a link was sent so that all would have that option.

CHAIRMAN'S COMMENTS

Chairman Taylor informed board members that all Presidential Evaluation forms are due today, May 17, 2023.

All were reminded that their 2023-24 Board Committee Preferences (**Attachment J**) are due to Donna Church by June 21, 2023.

Chairman Taylor appointed the following Trustees to the Board’s 2023-2024 Nominating Committee: Joel Carroll, Bill Stone and Jim Sponenberg. The Board’s Nominating Committee will meet at 11 am on June 21 in the Boardroom.

For information purposes, Chairman Taylor presented to the board the Calendar of Events (**Attachment K**) and the Future Board Meeting Dates.

ADJOURNMENT

There being no further business, the meeting adjourned.

Donna Church, Recording Secretary

Ann E. Smith, Board Secretary/Treasurer