

ATTACHMENT A

CCC and TI Board of Trustees Meeting Minutes

Wednesday, August 16, 2023

The CCC&TI Board of Trustees met in regular session on Wednesday, August 16, 2023 at 11:30 a.m. in the Forlines Boardroom.

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, Katelynn Hollar-SGA

CCC&TI Staff and guests present:

Dr. Mark Poarch-President, Donnie Bassinger, David Holman, Dr. Dena Holman, Susan Wooten, Liz Silvers, Martin Hubner, Ronald Holste, Donna Church, Amy Bowman and Guests: Rose Moon, Lauren Saunders.

Chairman Taylor called the meeting to order and asked Trustee Billy Ralph Winkler to give the Invocation.

ETHICS STATEMENT

Trustee Dale Hamby reviewed 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-15)

PERFORMANCE MEASURES

Dr. Poarch asked the Executive Director, Accountability and Strategic Initiatives, Lauren Saunders to give an overview of the Performance Measures. Lauren informed board members that on the Performance Summary (**Attachment A**), index scores are color-coded as follows: Silver- met or exceeded excellence level; Green-is above the average band, below excellence; Yellow-average band; Red-above baseline, below average band; and Black-below base line. We are one of only nine colleges with no red or black. We were silver for the Licensure Pass

Rate; green for Credit Math Success and First Year Progression; and Yellow for Basic Skills Progress, Credit English Success, Curriculum Completion Rate, and Transfer Performance. For Licensure Pass Rate, we have the highest index score of all of the 58 colleges.

We improved in 6 of the 7 measures which is the best we have ever done on Performance. We have had teams at the institution that have dug into these measures to look for the best practices. The index score compares us to the other colleges so even if we work on improving our own success rates, we may not increase our index scores if other colleges are improving their success rates as well. There are also factors that impact our success rates that does not mean that our students are not successful in those classes. For example, the Credit English Success index score looks at students who successfully complete a credit-bearing English course with a “C” or better within three years. If our high school students take their college-level English in their fourth year, this counts as being unsuccessful for us, even if they would receive an “A” in the class.

MINUTES

A motion was made by Ann Smith and seconded by Bill Stone to approve the July, 2023 Meeting Minutes (**Attachment B**) as presented. The motion carried.

COMMITTEE REPORTS

Executive Committee: No report

Athletics Committee:

Committee Chairman Joel Carroll informed board members that we opened the semester with 97 student athletes. There will be a volleyball game at 6pm tomorrow. Softball will start fall practice at the McCrary Sports Complex, and the college Golf Tournament will be held on October 13, 2023 at Cedar Rock Golf Course.

Building and Grounds Committee:

Committee Chairman Bill Stone gave the following report:
Larry W. Taylor Intramural Sports Field: Bids were received on Wednesday, August 9, 2023. The 3 lowest bids were from Wilkie Construction, Hickory Construction, and Moss-Marlow Building Company. Low bid for the project was Wilkie Construction at \$1,519,750. A motion was made by Bill Stone to approve Wilkie Construction for this project. The motion carried.

Occupational Addition: Bids are scheduled to be opened on Thursday, August 17. When the low bid is announced, it will be brought before the full board for approval and a 3-1 form showing funding may have to be sent to State Construction.

Committee Chairman Bill Stone thanked Donnie Bassinger for all he does for the college.

Curriculum Committee: No report

Finance Committee:

In the absence of the Finance Committee Chairman Jerry Church the report was given by Trustee Ann Smith.

Ann Smith made a motion to approve the Interim Financial Summary Report for July 2023 (Attachment C) as presented. The motion carried.

Ann Smith made a motion to accept, with gratitude, the In-Kind Gift Donation from Duke Energy as shown in Attachment C, and the In-Kind Gift Donation from Central Piedmont Community College as shown in Attachment C-1. The motion carried.

Personnel Committee:

Committee Chairman Alvin Daughtridge presented, for Information purposes, the following employments and resignations: the resignation of Hannah Clark, Director of Grants (**Attachment D**); the resignation of Emily Roberts, Full-time English Instructor (**Attachment D-1**); the resignation of Katelyn Long, Full-time On-Campus Transition Advisor (**Attachment D-2**); the resignation of Norman Williams, Full-time Economics Instructor (**Attachment D-3**); the employment of Lydia Semo, Full-time Biology Instructor (**Attachment D-4**); the employment of Elaheh Alidoosti, Full-time Mechanical Engineering Technology Instructor (**Attachment D-5**); the employment of Wriston Hoke, Full-time Housekeeper- Watauga (**Attachment D-6**); the employment of Cara Ray, Full-time Biology Instructor (**Attachment D-7**); the employment of Rashelle Penley, Full-time Chief Financial Officer (**Attachment D-8**); and the employment of Jackie Woodruff, Full-time Director, Branding and Marketing (**Attachment D-9**).

Policy and Legislative Committee:

Committee Chairman Jim Sponenberg informed board members that the committee met prior to the full board meeting to review and discuss a new Teleworking Policy (**Attachment E**). Dr. Poarch explained that this is a temporary policy to allow for teleworking situations. We currently have some teleworking situations and this will give backup to those situations. Human Resource Director Rose Moon informed the board that this is not intended to supplement the practice of Disabilities Act, and not intended to use in place of our regular Leave. For instance,

for the flu, quarantine, etc. this is intended to provide flexibility for those that need it. This puts the responsibility on the supervisor and provides the framework for those needing teleworking abilities. A motion was made by Jim Sponenberg on behalf of the committee to approve the policy as presented. The motion carried.

SGA REPORT

Katelynn Hollar SGA President announced that they provided snacks, drinks, and other free handouts for Welcome Back Week. She also announced that SGA will be holding Club Rush next week.

Dr. Dena Holman announced that fall semester started smoothly with 3,501 students. We are still 170 students down from last fall, but late classes and Early College students are still registering.

Jim Sponenberg thanked everyone for the kickoff lunch that he attended.

PRESIDENT'S COMMENTS

Dr. Poarch announced that Dr. Jason Chaffin, Chief of Staff will be representing him and the institution at Haywood Community College today for Truck Driver Training graduation. We are very proud of that partnership.

Dr. Poarch presented, for information purposes, the Civic Center Monthly Report for July 2023 (**Attachment F**) and Letters, News Articles, and Board Highlights (**Attachment M**).

Dr. Poarch announced that we have had our Fall Employee Kickoff. Susan Wooten provided information on technology and Dr. Chaffin gave a presentation on the new Website. We also recognized our faculty and staff with institutional awards. So far, we have had a good start to the semester.

Dr. Poarch announced that we applied for a Google Grant – Minority Outreach Project. Even though the grant application was not approved, Google agreed to fund the project in the amount of \$50,000.

Dr. Poarch informed board members that we have received the Medical Assisting Program Accreditation (**Attachment G**). We have done everything they have asked and there is no need for further follow up.

Dr. Poarch announced that the Caldwell Cuisine Schedule (**Attachment H**) is out and in everyone's packet. The first meal is scheduled for September 21 at 6 p.m. Please let Donna know if you would like to attend.

Dr. Poarch presented for information, the Criminal Justice Technology program approval (**Attachment I**), and the Computer Integrated Machining program approval (**Attachment J**). Both programs have been approved by the State Board.

Dr. Poarch presented another 100% pass rate for PTA as shown in Attachment K. PTA has had 100% pass rates for three years in a row and are the number one ranked pass rate in the country. They are doing a great job.

Dr. Poarch informed board members that student IDs were approved for voting purposes as shown in **Attachment L**.

Dr. Poarch informed the board that sometime in September we hope to have a budget. We have a great steak in this budget for the \$39,000,000 for the health sciences building. He announced, for information, that Speaker Moore will not run for another term and Destin Hall will run for the Speaker of The House position.

CHAIRMAN'S COMMENTS

Chairman Taylor reminded those attending the Trustees meeting that a draft agenda is in their packet (**Attachment N**). Dr. Poarch will be serving on a panel during the trustee conference.

Chairman Taylor presented for information purposes, Board Committee Assignments and noted that the committee chairmen will remain the same as last year.

Chairman Taylor presented for information purposes the Calendar of Events (**Attachment P**) and noted that we will have three volleyball games within the next two weeks.

Ann Smith congratulated Wongalee Thomas on the printing of her new book. It is a wonderful story and is available at the HUB.

NEW BUSINESS

All agreed to send a fruit basket to Trustee Ron Beane.

ADJOURNMENT

There being no further business, the meeting adjourned.

Donna Church, Recording Secretary

Ann E. Smith, Board Secretary/Treasurer