

**Caldwell Community College and Technical Institute
Board of Trustees Meeting Minutes**

Wednesday, November 8, 2023

The Caldwell Community College and Technical Institute Board of Trustees met in regular session on Wednesday, November 8, 2023 at 11:00 a.m. in the Forlines Board Room.

Board members present were:

Larry W. Taylor-Chairman, Jerry T. Church, Alvin W. Daughridge, James Bradshaw, Wongalee Thomas, James Sponenberg, William "Bill" Stone, Ann E. Smith, Candis Hagaman, William R. Winkler

Board members absent were:

Chris Barlowe, Joel Carroll, Dale Hamby, Lowell Younce, Katelynn Hollar-SGA

CCC&TI Staff and others present:

Dr. Mark Poarch-President, Dr. Jason Chaffin, Donnie Bassinger, Rashelle Penley, Dr. Dena Holman, Susan Wooten, Liz Silvers, Lauren Saunders, Marla Christie, Donna Church, Christina Bryant, Amy Bowman, and guest Sophie Brown-Intern

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

ETHICS

Trustee Jim Sponenberg 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 (e))

INTRODUCTIONS

The following new employee was introduced to the Board:
Stacy Lail, full-time Director Biomedical Equipment Technology.

MINUTES

A motion was made by Bill Stone and seconded by Jerry Church to approve the October meeting Minutes (Attachment A) as presented. The motion carried.

PROGRAM HIGHLIGHT

Mandy White, Program Director Teacher Preparation gave an overview of the Early Childhood Education program. She informed the board that there are 4 certificates in Early Childhood; a one-year diploma, career track, transfer track to get their license to teach and a non-licensure degree in Early Childhood. They work with Smart Start and other agencies to complete their internship at the end of their degree. In 2022, we had 156 students in Early Childhood. Teacher Preparation started in 2020. Teacher Prep has two tracks of elementary education, in which most students are 18-24. Through the Teacher pipeline initiative we have partnerships with App State, and Caldwell County Schools to try to get them to stay in the county to teach. It takes six semesters to complete. Each student is assigned an advisor. The students transfer from CCC&TI to App State to finish their degree, then they work with the Caldwell County Schools. Dr. Poarch informed the board that they look to us to take the lead on this program. He also informed the board that Mandy works closely with the daycares in Caldwell County.

COMMITTEE REPORTS

Executive Committee: No report

Athletics Committee:

Dr. Poarch reported that the volleyball team arrived safely in Iowa. They will practice this morning and have a banquet tonight and will begin the tournament tomorrow at 12:00 noon. There is no way to watch the game from home, but all interested can come to the college student lounge and watch the game from there. He informed the board that he will be flying out tonight to attend the game. This is the second year of the volleyball program and to be where we are is very special. He also informed the board that the men's basketball kicked off last night.

Building and Grounds Committee:

Committee Chairman Bill Stone presented, for information, the Building and Grounds Committee meeting Minutes for October 17, 2023 as shown in **Attachment B**.

Committee Chairman Bill Stone announced that we currently have three active projects and as we move forward his hope is that the trustees will get more involved so that they can answer any questions that come from members of the community.

Taylor Field: Chairman Stone announced that the Taylor Field is really moving forward. Grading for the field will begin very soon. We are having to put in a new sewer line.

Watauga project: Chairman Stone informed the board that the Watauga construction will be done by Hickory Construction. We are ready to start the project and will have a construction meeting soon. The 3-1 Form was approved.

Dr. Poarch reminded the board that they approved the addition to the 3-1 Form. And, we received notification that since Watauga is a Tier 3 County, there is a match requirement. Currently, there is not enough match in Watauga County to cover the match requirement. We have a deficit in matching funds of \$139,426.11. One option is to ask the Caldwell County Commissioners if they would be willing to transfer the necessary match to Watauga County as we did with the Student Services Building project. A motion was made by Bill Stone and seconded by Jerry Church to approve Dr. Poarch asking the Caldwell County Commissioners about transferring the necessary matching funds. The motion carried.

Health Sciences Building: We are continuing to work with the architects on the design. We should begin the schematic design (put programs where they will be in the building) soon. This project will open up a complete reorganization for the rest of the campus. This will change how we function.

Curriculum Committee: No report

Finance Committee:

Committee Chairman Jerry Church made a motion to approve the Interim Financial Summary Report for October 2023 (**Attachment C**) as presented. The motion carried.

Jerry Church informed the board that Dr. Poarch came to the Granite Falls Town meeting and gave an update on the college. The town recognized Dr. Poarch as President of the Year and also recognized Dr. Phipps as Superintendent of the Year.

Personnel Committee:

Committee Chairman Alvin Daughridge presented, for information purposes, the following employments and resignations: the Employment of Blair Johnson, Full-time Counselor, Counseling & Disability Services-Watauga (**Attachment D**); employment of Stacy Lail, Full-time Director, Biomedical Equipment Technology (**Attachment D-1**); the resignation of Moteresa Schoenen, Full-time Cosmetology Instructor (**Attachment D-2**); resignation of Beth Hardy, Full-time Instructional Specialist, Continuing Educ. (**Attachment D-3**); and the resignation of Dr. Keegan Anderson, Full-time Dean, Career and Technical Education (**Attachment D-4**).

Dr. Poarch announced that Dr. Keegan Anderson will be the new Vice President of Instruction at Mayland Community College.

Policy and Legislative Committee: No report

SGA REPORT

In the absence of the SGA President Katelynn Hollar, Dr. Dena Holman gave the report. Dr. Holman informed the board that SGA held their Trunk or Treat event and approximately 2,000 individuals attended. It was an incredible day. Information was given to the adults about offerings at CCC&TI.

PRESIDENT'S COMMENTS

Dr. Poarch thanked the board for adjusting the time of the meeting so that they could eat with TRIO students. We haven't eaten with the students since Covid. He reminded them that TRIO is a student support service that is a federally funded grant. They serve first generation students. We have a dedicated full-time staff who support the program. TRIO visits 4-year colleges and gives experiences to students that they would otherwise not have, and they are also very involved in events on campus. He is very proud of the program and staff. They do a great job with the program and students.

Dr. Poarch introduced Christina Bryant, the new Executive Assistant to the President and the Board. We are excited to have Christina in this role. It will be less of a learning curve for her, and we look forward to having her.

Dr. Poarch introduced Sophie Brown, an intern. One of her projects was to experience a board meeting and learn about some of the work the board does. Sophie thanked the board for allowing her to attend the meeting.

Dr. Poarch presented, for information, the Civic Center Monthly Report for October 2023 ([Attachment E](#)), and Letters, News Articles, and Board Highlights ([Attachment F](#)).

Dr. Poarch announced that we held an Employee Appreciation Event and College Update on both campuses. He provided a meal for the employees to show how much he appreciated all they do for the students and the college. He also informed the board that he tries to do a College Update at least once a semester so that he can keep everyone informed of the happenings and changes on campus.

Dr. Poarch informed the board that he has met with some of the legislators since the budget was released. He has seen Senator Hise and Representative Adams and thanked them both for their support and the \$39 million dollars we received for the new building. It appears that Representative Hall will be the new Speaker of the House. Dr. Poarch announced that he has been in contact with Campbell and Shatley concerning legislative items impacting community colleges. A handout is provided in the blue folders that summarizes those items. As has been previously discussed, one of the biggest legislative changes impacting

community colleges is around governance and how local trustees are appointed. The Governor will no longer have appointments to the board and the Board of Education will no longer have any appointments. There will be 4 house appointments, 4 senate appointments, 4 Caldwell County Commissioner appointments and 2 Watauga County Commissioner appointments. The Board can choose whether to have a student representative serve on the board as an ex-officio non-voting member.

Dr. Poarch provided, in the **blue folders**, a breakdown of the curriculum students enrolled by counties across North Carolina. They are categorized by the top counties. Fifty-nine counties are represented and 27 students are from out of state. The short-term programs are not represented in the document.

CHAIRMAN'S COMMENTS

For information purposes, Chairman Taylor presented the Calendar of Events (**Attachment G**) and future Board meeting dates and events.

All were reminded that we will have a Christmas Breakfast this year instead of a Christmas Lunch. The Christmas Breakfast will be at 9:00 a.m. immediately following the Board meeting scheduled for 8:00 a.m. on Friday, December 15. The meeting will be in the Forlines Boardroom and breakfast will be in the college gym (E125). Breakfast will be catered by Cracker Barrell.

NEW BUSINESS

Chairman Taylor informed the board that the Community College President's (NCACCP) meet the 3rd Wednesday of each month, since Dr. Poarch needs to be a part of those meetings, he asked the board to look at their calendars and see if they may be able to meet with our board on the 3rd Tuesday of each month to allow Dr. Poarch to participate in the president's meetings. They were asked to look at next year's calendar. This will be discussed again at the December meeting

ADJOURNMENT

There being no further business, the meeting adjourned.

Donna Church, Recording Secretary

Ann E. Smith, Board Secretary/Treasurer