

Minutes of the Board of Trustees
Southeastern Community College
January 22, 2019 @ 5:30 p.m., A Building, Hooks Boardroom

A motion was made by Mr. Joe Hooks to approve the 2019-2020 County Budget Request. Ms. Emma Shaw seconded the motion. Motion carried unanimously.

Discussion of LED Sign – Dr. Clarke discussed information regarding a 6'x12' LED sign at a cost of \$63,000. Dr. Clarke stated that plans are to install the sign in front of the Cartrette Building. The sign will be Cloud based and controlled through the web. It would carry a two-year warranty, and the normal life span of the sign was originally said to be seven years. Dr. Clarke asked for thoughts and concerns from the trustees. The general consensus was supportive of the 6'x12' sign.

Discussion of Commercial College Activity Bus – Dr. Clarke presented information regarding a commercial college activity bus, 28 seats with backup camera and overhead storage. Dr. Clarke's plans are to use \$35,000 in county funds to supplement \$50,000 from the Foundation and \$50,000 from bookstore funds for a new bus.

Dr. Clarke also discussed the purchase of a used bus at a cost of less than \$40,000. With the purchase of this bus, the college will have one for student activities, including athletics, and one that will be ADA compliant. The discussion continued about when the college last purchased a bus and it was several years ago. It was used and had a lot of miles on it. With the used bus, the college will pay for it to be repainted to reflect the college's colors and logo. In regards to the new bus, the consensus was for the manufacturer to paint before we acquire the bus.

A motion was made by Mr. Joe Hooks to present this information to the Board of County Commissioners for its consideration as the college budget is developed. Mr. Randy Britt seconded the motion. Motion carried. A question arose about the scheduled date for the joint meeting between the Board of Trustees and the Board of County Commissioners. The trustees selected February 12 as a proposed date to hold the joint meeting. Mr. Edmund encouraged the support of the full board when it meets with the county commissioners to present the proposed 2019-2020 college budget.

Dr. Clarke briefly discussed the \$353,000 that the County allotted the college for FY18-19. The college could request the minimum of \$353,000, or the minimum plus an amount, or a total of \$700,000 in its budget request to the county.

Paving Projects – Dr. Clarke updated on the status of paving projects. He indicated that the college has almost completed the campus paving projects.

Space Utilization – Dr. Clarke discussed various areas on campus that need to be considered for better utilization of space. One room in the Learning Resource Center has been converted into an Upswing Tutoring center. Other areas discussed were the science labs in C Building and Welding. Dr. Clarke discussed campus appearance and the beautification project. He stated that the challenge is for us to think differently about space utilization. Dr. Clarke plans to hire a professional firm to conduct a campus Master Plan that will also look at space utilization and facilities in detail.

Approval of change to Policy 6.11 Use of Profits from Bookstore Operations – Dr. Clarke referred to the proposed changes to Policy 6.11, Use of Profits from Bookstore Operations. The current policy limits the use of student refunds and student activities and needs to be amended to include student activities. This will align the college's policy with the state code. **A motion was made by Mr. Randy Britt to**

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approve amendments to Policy 6.11 – Use of Profits from Bookstore Operations. Ms. Pickett Council seconded the motion. Motion carried unanimously.

Approval of Expenditures from Bookstore Profits to Purchase Bus – Dr. Clarke requested approval to use \$50,000 in profits from the bookstore to purchase a commercial bus for college and student activities that directly benefit students, including athletics and student trips. A motion was made by Mr. Jack Hooks to approve the use of \$50,000 from bookstore profits to apply to the purchase of a 28 passenger bus. Mr. Joe Hooks seconded the motion. Motion carried unanimously.

Approval of Naming Rights Guideline Request – Dr. Clarke advised that he and Foundation Director Lisa Clark have the opportunity to partner with a potential donor who may be interested in naming the lobby in the SCC auditorium or the SCC auditorium itself. However, he indicated that the current guideline for naming the auditorium lobby is \$40,000 and the guideline for naming the auditorium is \$250,000. Dr. Clarke and Lisa Clark are of the opinion that the stated amounts are a little on the high side and would like to have the naming amounts for this particular building to be lowered to \$25,000 for the lobby area and \$100,000 for the auditorium. This approval is for the current opportunity with this particular donor. After discussion, a motion was made by Mr. Jack Hooks to amend Policy 1.08.01 and to approve a lower donor amount of \$25,000 to name the auditorium lobby and \$100,000 to name the auditorium with the stipulation that the opportunity must occur within six months and the donation must be unrestricted funds. After six months, the policy reverts back to its original donor requirements. Mr. Joe Hooks seconded the motion. Motion carried by a vote of 6 in favor of the amendment: Mr. Henry Edmund, Ms. Theresa Blanks, Ms. Emma Shaw, Mr. Jack Hooks, Mr. Joe Hooks, and Mr. Randy Britt. (Ms. Pickett Council abstained from the vote.)

Approval of ATMC request for letter supporting a Fiber Optic grant for Columbus County – Dr. Clarke presented a draft letter of support for a Fiber Optic grant for Columbus County and requested approval by the Board of Trustees. A motion was made by Mr. Randy Britt to approve the ATMC request for a letter supporting a Fiber Optic grant for Columbus County. Ms. Pickett Council seconded the motion. Motion carried unanimously.

Position Vacancy Status – Dr. Clarke reviewed the Position Status report. A copy of the report was included with the agenda packet.

Student Government Association Report – SGA President, Tanner Bullard, presented the SGA Activities report and reviewed upcoming activities. Mr. Bullard spoke about the Rams Pantry and advised that its location will be moving from the Student Center to a more discreet location on campus. He discussed student hunger and how prevalent it is across the county. The trustees applauded the SGA's efforts to establish a permanent location for the Rams Pantry to meet the nutritional needs of students.

Enrollment Update – Dr. Clarke provided an enrollment update via a power point presentation. He spoke about the positive impact of SCC Success Coaches on a student's performance as well as the AVISO software that tracks students' performance.

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Facilities Update – The Facilities Update was presented via power point. Mr. Figler discussed the construction timeline and provided an update on change orders. He indicated that fifty percent of the structural steel will be up by February 26.

Mr. Joe Hooks was excused from the meeting at 6:40 p.m.

Dr. Clarke and Mr. Figler discussed the color selection of brick on the T Building extension. The original brick manufacturer for T Building, is no longer in business. Therefore, another style and color (Old South color) was chosen to coordinate with the original brick.

Columbus Career and College Academy / Early College High School Update – Dr. Clarke presented a power point on the Columbus Career and College Academy and Early College High School. Dr. Clarke advised that the Columbus Career Academy is one high school located on two campuses (SCC and Fair Bluff). The challenge for the college is site coordinators and having one counselor for two locations with approximately 300 students. Currently, there is a principal and one site coordinator. The site coordinator is located on SCC's campus, and the principal is located in Fair Bluff. Dr. Clarke wanted the trustees to be up-to-date on the status before he meets with the Interim Superintendent, Dr. Jonathan Williams, about the college's stance on any proposed changes.

Dr. Clarke provided proposed courses of action and advised that he was not advocating for any particular course; this is for informational purposes. Dr. Clarke emphasized the fact that in his opinion, the college should not assume an *in loco parentis* position. He concluded the presentation and advised that he will request more direction from the Board as needed.

Hurricane Florence Emergency Funding Update – Dr. Clarke advised that due to the efforts of Representative Brenden Jones and Senator Danny Britt, the General Assembly has allocated additional funds for Hurricane Florence relief. He spoke about the impact on Workforce/Continuing Education classes and advised that the funds will be used in the best way for the college. Dr. Clarke has sent notes of appreciation to Senator Britt, Representative Jones, and Representative Carson Smith.

Bookstore Statement of Income and Expenses – Mr. Figler reviewed the Bookstore Statement of Income and Expenses and advised that a restatement was done due to an error on the original.

Update on Sale of Surplus Property to Columbus County Schools – Mr. Figler advised that the surplus sale of property to Columbus County Schools was properly advertised and that the college received no feedback. The sale was for computer switches that the college no longer needed.

Update on Real Estate Transaction – Mr. Figler advised that the real estate transaction offered to the college consists of a 1.80-acre of land including a pond. Expenses incurred consists of a Phase I site assessment on December 28, 2018 of \$2,350; site appraisal of the 1.80-acre pond parcel was completed on January 7, 2019 by Ingram Company, Inc. The appraisal listed the market value of the parcel at \$2,700. Back taxes of \$197.67 exists. Cost to SCC for the site appraisal was \$2,500.

College Activities Report – Dr. Clarke reviewed the College Activities Report. A copy of the report was included in the agenda packet.

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Presidential Activities Report – Dr. Clarke highlighted various areas of the Presidential Activities report. A copy of the report was included in the agenda packet.

Dr. Clarke announced that he is on Instagram and will be posting pictures a couple of times per week as a participant in various college activities. He invited the trustees to follow him.

Approval to Enter Closed Session – A motion was made by Mr. Jack Hooks to recess the regular Board of Trustees meeting and to enter Closed Session for a personnel reason and in accordance with N.C.G.S. 143-318.11(a)(6). Mr. Randy Britt seconded the motion. Motion carried unanimously.

There was no further business, and a motion was made by Mr. Jack Hooks to return to Open Session. Mr. Randy Britt seconded the motion. Motion carried unanimously.

Mr. Joe Hooks rejoined the meeting by conference call. A quorum was present.

A motion was made by Ms. Pickett Council to accept the president's proposal, as approved by the Foundation Board on January 3, 2019, for a supplemental salary increase for a period up to six months, while the Board of Trustees strategizes on the use of local funds for the supplement. Ms. Emma Shaw seconded the motion. Motion carried unanimously by an affirmative vote of Mr. Henry Edmund, Mr. Jack Hooks, Ms. Emma Shaw, Mr. Randy Britt, Mr. Joe Hooks (by phone), Ms. Theresa Blanks, and Ms. Pickett Council

There was no further business and a motion was made by Mr. Jack Hooks to adjourn. Mr. Randy Britt seconded the motion. Motion carried unanimously.

Kathy P. Britt, Recording Secretary