

Minutes of the SCC Board of Trustees
September 21, 2015 @ 5:30 p.m., Hooks Boardroom

Present: Mr. Henry Edmund, Ms. Theresa Blanks, Mr. Randy Britt, Mr. Harry Foley, Mr. Robert Ezzell, Judge Jack Hooks, Mr. Joe Hooks, Mr. Mark Cartret, Mr. Terray Suggs, Mr. Brenden Jones

Others Present: President, Dr. Tony Clarke, Vice President of Workforce and Community Development Beverlee Nance, Vice President of Administrative Services Betty Jo Ramsey, Vice President/Academic Affairs Lauren Cole, Executive Dean for Student Services Sylvia Cox, Director of Marketing and Outreach Liz McLean, Faculty Senate President Gail Auten, SGA President Chase Robinson, and Recording Secretary Kathy Britt

Absent: Mr. Charlie Lytle and Dr. Maudie Davis

Welcome: Chairman Edmund welcomed everyone to the meeting.

Introduction of New Personnel:

Mr. Edmund called on Dr. Clarke to introduce Mr. Jonathan Bullard, Math Instructor; Ms. Jessica Hill, Nursing Instructor; Mr. Milan Rasic, PE Instructor/Baseball Coach; Ms. Anna Richardson, English Instructor; Ms. Karen Biffany, Nursing Instructor; Ms. Ann Little, Basic Skills Instructor at Tabor Correctional Institution; Ms. Angela Gore, Basic Skills Instructor at Tabor Correctional Institution; Mr. Ian Smeigh, Computer Instructor at Columbus Correctional Institution. Dr. Clarke gave each employee an opportunity to greet the trustees. Mr. Edmund welcomed everyone on behalf of the Board of Trustees.

Ethics Statement:

Mr. Edmund reminded the Board of the Ethics Statement and asked that any board member who felt they had a conflict or possible conflict on a particular agenda item, to please let him know and to decline voting on that item.

Approval of Agenda:

Mr. Edmund advised that an additional item will be added for discussion after the regular agenda items are completed.

A motion was made by Mr. Randy Britt to approve the September 21 agenda as presented. Mr. Joe Hooks seconded the motion. Motion carried unanimously.

Recognition of Former Trustee Joseph L. Ray: Mr. Edmund presented former trustee Joey Ray with a plaque in recognition of his service on the board for the past 16 years. Mr. Ray was a governor's appointee, initially appointed in 1999. Mr. Ray expressed appreciation to the board

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for its professionalism while taking care of college business. He stated that politics were not involved during the decision making processes of the board and that what was best for the college was everyone's goal. He expressed well wishes to the board and indicated that he was happy for newly appointed trustee Brenden Jones.

Introduction of Student Government Association Officers: Dr. Clarke introduced Chase Robinson, SGA President. Mr. Robinson is an SCC ambassador and serves as an assistant in the Math lab. Ms. Samantha Futrell is the SGA Vice President and Mr. Ryan Taylor is the SGA Secretary. The trustees welcomed the SGA officers to the meeting. Mr. Edmund also welcomed Student Engagement Coordinator Meg Sellers and stated that she provides wise counsel to the students.

Approval of Minutes – Mr. Edmund called for action on the Regular Session minutes for July 20, 2015. **A motion was made by Mr. Randy Britt to approve the July 20, 2015 minutes. Mr. Brenden Jones seconded the motion. Motion carried unanimously.**

Request for Authorization for the Private Sale of Surplus Property: Dr. Clarke requested authorization for private sale of surplus property in accordance with Article 12 of G.S. 160A-267. The estimated proceeds are expected to be \$2,612 if all equipment works properly when tested by the vendor.

A motion was made by Mr. Jack Hooks to authorize private sale of surplus property. Mr. Joe Hooks seconded the motion. Motion carried unanimously.

Approval of Policy 2.14 Compliance with Title IX of the Educational Amendment Act of 1972: Dr. Clarke presented an amended Policy 2.14 noting that additions are in red. He stated that a committee consisting of Bill Maultsby, Sylvia Cox, and Chip Stallings met and discussed Title IX and how best to implement. Dr. Clarke stated that he will provide procedural changes during the November board meeting. He further stated that areas were expanded so that there is no discrimination. **A motion was made by Mr. Bobby Ezzell to approve amended policy 2.14 Compliance with Title IX of the Educational Amendment Act of 1972. Mr. Terray Suggs seconded the motion. Motion carried unanimously.**

Approval of Addition to Specific Fees List for Workforce/Continuing Education: Dr. Clarke advised that specific fees changes are brought to the board for approval. He stated that there is a new charge of \$1.25 for student IDs because EMT (Basic/Intermediate/Paramedic) students are now required to wear IDs during ride time. **A motion was made by Mr. Mark Cartret to approve specific fees addition for Workforce/Continuing Education. Mr. Randy Britt seconded the motion. Motion carried unanimously.**

Position Vacancy Status: Dr. Clarke presented a status report on position vacancies. He stated that the Computer Information Systems Instructor and Marketing and Outreach Coordinator positions are being re-advertised with an application deadline of October 16, 2015. Dr. Clarke further indicated that the English Instructor position is being advertised with an application deadline of October 16, 2015. He also reviewed the Personnel Update report.

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Enrollment Update: Dr. Clarke presented an enrollment update. He stated that FTE is down slightly and thanks to a very good summer, it is anticipated that the increase will offset fall, wherein the college may experience a 1 or 2% overall increase. Dr. Clarke indicated that the college must focus on retention in the spring and engage students in the summer.

A trustee inquired about where the college is in regards to curriculum. Dr. Clarke advised that we are in a new cycle and are off the two-year average. He hopes FTE will be above 1221, which was the curriculum FTE number for 2014-2015.

Workforce/Continuing Education experienced an overall increase of 1.2%. Dr. Clarke stated that the college works closely with the prison, and it is reflected in the basic skills numbers.

Budget Update: Dr. Clarke provided a power point presentation and discussed the following:

- Baseline budget allocations were approved by the State Board on September 18.
- Final budget enacted into law on the same day
- The plan is that the State Board will approve the supplemental allotments from the final budget (any additional funds from the final budget) at their October meeting
- The SCC Board will be asked to approve our budget at the November board meeting.

The trustees discussed the importance of getting the message out to the board of county commissioners about the estimated \$2.2 million in sales tax revenue that Columbus County will receive. Mr. Edmund encouraged the trustees to speak to the commissioners about how this funding could assist in meeting urgent needs of the college.

Marketing and Outreach Update: (Power point presentation and discussion)

- Communications to students for 16 and 12 week classes were done by text messages, emails, and phone calls.
- Advertisements were placed in News Reporter and Tabor-Loris Tribune
- SCC Succeeding Together Billboard – Hwy 74/76 near Delco
- Take the Lake Mile Marker Sponsor
- Columbus Chamber Industrial Gold Tournament Hole sponsor
- Presentation at meeting of all teachers at South Columbus High School
- Twenty news releases submitted to News Reporter and Tabor-Loris Tribune
- Invited WECT-TV to Manufacturing Skills Summit

Dr. Clarke stated that SCC will launch its new website soon.

Workforce Development Update: (Power point presentation and discussion)

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- Partnering with four industries to provide pre-employment training classes – Smithfield, National Spinning, WE Bailey, and Honeycutt Produce
- Implementing two Customized Training Program Projects – MaxPro and National Spinning
- Providing employment opportunities for students enrolled in the Certified Production Technician program
- Offering an English Language Learners class at Sacred Heart Catholic Church
- Collaborating with DaVita in the development of a dialysis tech program

College Improvement Activities: (Power point presentation and discussion)

- Faculty/Staff Performance Evaluation process – September/October
- Full Usage Assessment – October 12-15: Experts from the System Office will be on campus. They will access our usage and will train employees on how to get the most out of the Colleague system.
- Student Services Learning Institute 2015-2016 Academic Year – SCC will be sending six people to the conference.

Manufacturing Skills Summit: (Video from WECT News Website)

Dr. Clarke discussed the Manufacturing Skills Summit held in the Sasser Industrial Training Center on September 17. He advised that approximately 40 people were in attendance and 10 of those were from manufacturing. Dr. Clarke was pleased with WECT's media coverage of the event.

Congratulations were extended to Beverlee Nance and Mark Lennon for the college's involvement in promoting manufacturing in Columbus County.

President's Association: Dr. Clarke updated the board on the bond referendum. He stated that it has passed in the legislature and will be on the ballot for higher education infrastructure. His concern is the funding inequalities between universities and community colleges. Dr. Clarke stated that the President's Association is deciding how much support it should provide. He brought it to the attention of the board to make the trustees aware that the Presidents' Association is in discussions about the matter.

Presidential Activities: Dr. Clarke presented the Presidential Activities report for review. A copy of the report was included in the agenda packet.

Student Government Association's Report: SGA President Chase Robinson presented the SGA report.

Ethics Training: Mr. Henry Edmund reminded the trustees to check on the status of their Ethics Training to be sure that everyone is up-to-date. Ethics Training is due every two years.

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Reminders: Dr. Clarke reviewed upcoming events.

Additional Agenda Items Request – Mr. Foley stated that he would postpone his add-on agenda items until the November 16 Board of Trustees meeting. Mr. Edmund encouraged Mr. Foley to speak with him about his concerns, if needed, prior to the next board meeting.

Open-House for Auditorium – Mr. Edmund inquired about the status of an open-house event for the auditorium. Dr. Clarke indicated that he would speak with the Leadership Team about possible dates.

Mr. Edmund asked for comments and/or concerns. He expressed appreciation to everyone for being in attendance.

There was no further business and **a motion was made by Mr. Randy Britt to adjourn the meeting at 7:10 p.m. Ms. Theresa Blanks seconded the motion. Motion carried unanimously.**

Respectfully submitted,

Kathy P. Britt
Recording Secretary

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