

**Minutes of the Southeastern Community College Board of Trustees**

**Monday, November 22, 2021. 5:30pm**

**B Building, Rooms 101A and 101B**

**Present:** Judge Jack Hooks, Chair; Mr. Joe Hooks, Vice Chair; Mr. Henry Edmund, Mr. Bobby Ezzell, Dr. Timothy Lance, Ms. Theresa Blanks, Ms. Emma Shaw, Dr. Gary Lanier

**Present by phone:** Crystal Frink, Randy Britt, Eugene Wayman

**Others Present:** Dr. Chris English, President; Dr. Sylvia Cox, EVP/Chief Academic Officers; Ms. Lacie Jacobs, COO, VP/Administrative Services; Ms. Terrie Priest, Foundation Director; Bill Maultsby, Director of HR; Ms. Jennie Simmons, Executive Assistant and Mr. Thomas Sherrill, News Reporter

**Swearing in of Reappointed Board Member**

**Oath of Office:** Clerk of Superior Court, Jess Hill administered the Oath of Office to reappointed trustee Ms. Emma Shaw. Ms. Emma Shaw was appointed by the Governor of North Carolina for a four-year term expiring June 30, 2025.

**Cristian Woods** was not present due to illness but was recognized by Dr. English as a semi-finalist for the 2022 Excellence in Teaching Award.

**SGA Officers:** Dr. Cox recognized the new SGA officers: President Faith Banks and Vice President Josh Barnhill

Dr. English explained that Faith Banks will be a part of the Board of Trustees

**Introduction of New Employees:**

Mr. Bill Maultsby, Director of Human Resources introduced the following new employees to the Board of Trustees: Robert Burns, Physical Education Instructor, Jonathan Christian-Hodges, Student Advisor/QEP Coordinator, Larry Everette, Transitional Studies Recruiter/High School Equivalency Examiner, Nicky Hobbs, Math Instructor, Teresa Nelson, Director of AmeriCorps, Courtney Rabon, Advancement Associate II, Daneille Sawyer, Advisor in NCWorks, Jennie Simmons, Executive Assistant to the President and Board of Trustees, Lisa Thompson, Accounts Payable Clerk, Cliff Young, Program Specialist for the Business Careers and Technical Training Division

**OPEN REGULAR BOARD MEETING SESSION:**

Judge Hooks called the regular board meeting into session at 5:30pm

**Approval of Meeting Agenda:**

A motion was made by Mr. Gary Lanier and seconded by Mr. Henry Edmund to approve the November 22, 2021, meeting agenda. Motion carried unanimously

**Approval of Consent Agenda:** Consent agenda items should be reviewed in advance. There were no items that needed further discussion prior to consent agenda vote.

A motion to approve the Consent Agenda items was made by Randy Britt and seconded by Mr. Gary Lanier. The motion carried unanimously.

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**Overview of Orcutt Bookstore Analysis Thinking**

Dr. English presented a power point presentation showing data of the bookstore operations. These results were based on a study completed by Kennon Briggs. Due to the decline of gross income, the following recommendations were made:

- Explore partnership with outsource provider
- Return to textbooks, used books, and book rentals
- Adjust book and merchandise markup appropriately
- Increase financial aid assistance through SCC Foundation
- Extend Hours of operation
- Concentrate on increased sale for food, supplies and apparel

**Disposal Report** Lacie Jacobs gave an update on the disposals. The disposed items are put into recycling. Items listed for disposal were as follows: refrigerator, 3 seat sofa, 2001 and 2003 Utility Haulster, Camera Control System, HP Laser Jet, and 2 Pedicure stations

**Clery Act Report** Bill Maultsby explained the Clery Act and gave an update of the 2020 statistics on the Southeastern Community College Campus. The purpose of The Clery Act is to provide campus community with accurate, complete, and timely information about crime and safety on the campus. The Clery Act requires us to collect information, classify information, count incidents, and report crime and statistics in October each year, we report to the Department of Education. We also issue campus alerts when necessary.

**SCC Christmas Luncheon/Celebration** Terrie Priest gave details about the Luncheon to be held Thursday, December 16<sup>th</sup> at Vineland Station. All full-time employees, part time employees, and Board of Trustee members will be invited. This will be a celebration of SACSCOC and unveiling of the new logo. Dr. English will talk about the new strategic plan.

**The Embers** Terrie priest gave an update on the sale of the Embers tickets and a report on the sponsors. We currently have sold over 200 tickets and have 21 sponsors. Terrie thanked those trustees who were supporting the event.

**Committee Reports –**

**Facilities** The facilities committee met on November 8, 2021, to discuss the status of the Strategic Facilities Master Plan that is being completed by McMillian, Pazdan Smith, (formerly Watson Tate Savory) Mr. Joe Hooks reported that we expect to receive the results of the Facilities Master Plan update in March. Mr. Joe Hooks explained the November 5th Called BOT Meeting was to vote on the playground equipment project for the Child Development Center. That project was approved in the called meeting.

**Finance** Henry Edmond said that Finance met November 8, 2021. The State Budget has been approved. Now, we have a baseline, and we really know what the numbers are. We are down 21% in FTE's this coming year. Lacie Jacobs will follow up with real numbers soon.

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**College Reports-**

**Presidents Report-**

**SACSCOC** Dr. English explained that this was a long process. They were complimentary of our faculty, staff and leadership. Dr. Cox, the Deans and the team really pulled this off. SCC had no recommendations. We are golden for the next 10 years. We will have a check-up in 5 years.

**Budget** Dr. English referred to the new budget. We will receive 14 million for the STEM building. We need space for nursing to allow the program to grow. Also, 6.7 million in renovation money. As well as Faculty and staff raises.

**President Stith** Dr. English talked about today's visit with President Stith. Jack and Joe toured with us. President Stith is very career oriented. He is making rounds to all 58 Community Colleges. At one college he rode a horse, and another he drove a tractor trailer, so we had him deliver a baby in the nursing program in the Sims Lab. He was a great sport. Judge Hooks commented that President Stith was very comfortable to be with, he seemed very interested, asked appropriate questions, made appropriate comments, and had a great sense of humor.

**Smartgoals** Dr. English explained one important thing, he wants to develop our faculty and staff. We have recently looked, with Bill, at the new process to create a mid-term evaluation for September. These goals will be SmartGoals. Goals will be established, and they will have a year to work towards and achieve the Professional Development SmartGoals. We have really worked on developing Lacie's leadership. It's important for Dr. Cox and Lacie to have that continuous improvement. Ms. Lacie Jacobs is signed up to be involved in The North Carolina Community College Leadership Program. Lacie is one of 36 in the cohort and it's a 6-month process. Sylvia is working with the North Carolina Rural Center out of NC State. This concentrates on rural communities and leadership in these communities.

**Executive VP Report-Dr. Cox:**

- Dr. Cox said the SACSCOC visit was amazing, lots of people pulled together. It was the work of the team and faculty, for 2 weeks prior they were pulling information for our group. She thanked Dr. English for allowing people come in and look at our work before turning it in. We were asked about being evaluators in the future. I'm going to present at the virtual conference in December.
- She told about Pamela Young Jacobs partnering with Department of Transportation to host a Disadvantaged Business Enterprise Event. People from Raleigh were here, they said this was one of the best that they had seen. They want to invite Pamela to go and talk about it. She is doing a lot of great things.
- Dr. Cox thanked the Trustees for supporting and approving the Truck Driving Training. She explained, it was a lot of work pulled together to make it happen. We will partner with Caldwell Community College and split the FTE 50/50.
- She explained that Elizabeth High and others are working on the teacher prep MOUs. It's a great partnership with Columbus County Schools and Whiteville City Schools.

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- She told of the many things we have participated, for example: Columbus County Fair, NC Pecan Festival, and The Yam Festival. Our baseball coach has hit the ground running. Rocco is busy taking pictures with everybody. Denise Young, Apprenticeship Coordinator did a great job with our National Apprenticeship last week.
- The Free College initiative we are doing for spring is great. We have given over ½ million dollars just this semester to students in direct payment to pay for anything associated with the cost of attendance.
- The Advisory Council met with 117 people in attendance on November 9, 2021. Dr. Cox felt the attendance was great due partially to the relationships people have with Dr. English.

**Administrative Services Report- Lacie Jacobs:**

- The Strategic Facilities Master Plan, McMillion, Pazdan, Smith team visited last Wednesday and Thursday. They met with the Steering Committee then met with the executive committee. Both meeting results were similar, some of the exact same strengths, weaknesses, opportunities, and threats were conversations in both meetings. They also met with library, athletics, student services and had an Academic Deans meeting. They spoke with Dr. English and Dr. Cox separately on Wednesday. The second day they met with me, the director of facilities and director of information and technologies, that was more the infostructure facilities day. We took a campus tour then they did a deep dive into a facilities condition assessment. They had people come in to look at lighting, in closets, parking lots, etc. We sent them enrollment info. and economic outlook documentation and EMSI. By the end of Thursday, the team was very positive and see lots of potential. The team will return in January.
- The Child Development Center, Tess Strickland, facilitator at the Child Development Center, was able to apply and get a grant through the HHS. We will receive \$55K per quarter for the next 2 years for our Child Development Center to cover things like renovations, payroll, refrigerator replacement. Dr. English added that we are piloting a 5 through 11 after school program.
- Budget was signed by Governor Cooper last Thursday. This budget is complex and has a huge list of what the money is to be used for. Once the budget is signed into law, then it will go to the State Board of Community Colleges. The State Board will have to approve it before it goes to the System Office. The System Office will then delegate it out to us. The next state board meeting is in January. We will not have this budget on our books until January. We will have budget stabilization which means whatever is not spent can be carried forward through 2024.

Dr. English unveiled the new primary "Opening Doors to Opportunities" logo.

**Chairman's Comments**

Judge Hooks expressed his pride of the accreditation and all the efforts that went into it. He congratulated Terrie and expressed that she was right where she needed to be and thanked her for a job well done. He also welcomed the new SGA president, Faith Banks and explained her role as a non-voting member of the BOT.

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Old Business - None

New Business – None

Reminders- Read over the reminders on the agenda

A motion was made to go into closed session by Mr. Joe Hooks and seconded by Mr. Henry Edmond. The purpose is to discuss personnel issues. The motion passed unanimously.

Closed Session meeting of the Board of Trustees:

- Personnel issues were discussed for information purpose only. No action was taken.

A motion was made to return to open session by Mr. Henry Edmond and seconded by Mr. Randy Britt. The motion passed unanimously.

There was no further business to discuss and a motion to adjourn the meeting was made by Mr. Joe Hooks, seconded by Mr. Bobby Ezzell, and passed unanimously.



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Judge Jack Hooks, Chairman  
SCC Board of Trustees



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Dr. Chris English, President