

Minutes of the Southeastern Community College Board of Trustees

Monday, September 20, 2021. 5:30pm

Nesmith Room 217

Present: Judge Jack Hooks, Chair; Mr. Joe Hooks, Vice Chair; Mr. Randy Britt; Mr. Henry Edmund, Mr. Bobby Ezzell, Dr. Timothy Lance, Ms. Theresa Blanks, Mr. Gene Wayman, Ms. Emma Shaw, Dr. Maudie Davis. Dr. Gary Lanier

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

OPEN REGULAR BOARD MEETING SESSION:

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

Introduction of New Employees:

Mr. Bill Maultsby, Director of Human Resources introduced the following new employees to the Board of Trustees: Ashley Barnhill, History Instructor; Erick Bautista, Information Systems Specialist; Sara Brennan, Director of Student Records, Registrar; Katelin Cartrette, Child Development Center Teacher; Kaitlin Cox, Cosmetology Instructor; Elizabeth "Eli" High, Cosmetology Instructor; Jessica McDowell, Welcome Center Associate; Paul Rockenbach, Criminal Studies Instructor; Marina Santos, Child Development Center Teacher; Cheston Saunders, Biology Instructor; Ian Smeigh, Information Technology Instructor; Rebecca Stevens, Communications Instructor; Billy Tatum, Information Technology Instructor

Colene Faulk was introduced as the new Dean of Students.

Veronica Powell was introduced by Dr. English as a guest. Ms. Powell is a Student Advisor in Student Services and is currently working on her Doctoral program at Wingate University. Part of her assignment is to observe a Board of Trustee meeting.

Doris Joseph - Recognition Trio-Talent Search Grant. Dr. English introduced Doris Joseph, Director of Educational Talent Search/Trio Program. They have just received a 5-year federal grant (\$452,677 per year) beginning Sept 1, 2021 and running through 2026.. SCC is the only college in a 5-county area to have a Trio program. The program provides programs and services to 816 Columbus County students with a purpose of encouraging them to stay in school, graduate high school, attend college and graduate from college. The students are tracked for 6 years to determine success rate.

Ethics Awareness and Conflict of Interest Reminder: Judge Hooks reviewed the Ethics Awareness and Conflict of Interest Statement and asked for any trustee who has a conflict or the appearance of a conflict to recuse themselves from participation in the matter involved.

Swearing in of Reappointed Board Member.

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Oath of Office: Clerk of Superior Court, Jess Hill administered the Oath of Office to reappointed trustee Dr. Maudie Davis. Dr. Davis was appointed by the Whiteville City Schools for a four-year term expiring June 30, 2025.

Approval of Meeting Agenda:

Judge Hooks requested to add an item to the agenda under New Business: A discussion of the memorandum of understanding between SCC and the University of Mount Olive.

With the additional item to the agenda added, a motion was made by Mr. Joe Hooks and seconded by Mr. Randy Britt to approve the September 20, 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 Dr. Gary Lanier and seconded by Mr. Henry Edmund. The motion carried unanimously.

Voting Items.

Systems Thinking Strategic Plan Presentation (Attach Power Point Presentation to Info)

Dr. English presented a power point presentation regarding the proposed Systems Thinking Strategic Plan. The Presidents Council met in August with consultant Meridith Powell and worked on short-term and long-term goals that were based on the vision/mission and values developed at previous working sessions, including areas of focus that were established at the BOT retreat that was held in July.

Southeastern Community College 2021 -2026. Systems Thinking Strategic Plan

Vision:

Developing an educated workforce that ensures our community is a thriving place to live, work and play.

Mission:

Opening doors for our community through powerful partnerships that provide student-centered learning, workforce development, and cultural enrichment opportunities.

Values:

Success – we believe an individual’s success becomes the success of the institution

Integrity– we are committed to excellence and honesty in everything we do

Respect– we promote inclusiveness, diversity, and compassion for all people

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Adaptability- we are responsive and innovative in meeting the needs of our students and community

Collaboration – we work as a team fostering internal and external partnerships

Long Term Goals:

1. Increase SCC enrollment through existing college programs and the development of new programs that support student success and community job growth.

2026 Target: Increase college FTE by 25%

2. Increase SCC Foundation support for college programs through gifts, donations and grants awarded.

2026 Target: Increasing funding of unrestricted gifts by 25% and awarded grants by 40%

3. Improve college infrastructure that supports existing programs, future programming for student / community success.

2026 Target: Increase funding support on college infrastructure by 25%

4. Expand the diversity of our faculty and staff through intentional hiring practices and professional development.

2026 Target: Increase diversity among faculty and staff by 25%

Increase professional development by 25% for all employees

5. Engage college employees and the citizens of Columbus County in activities that support a healthy community.

2026 Target: Increase the level of activity in college sponsored community and health activities by 25%

Short Term Goals: To be completed by June 30, 2022

- 1. Programming/Enrollment** - To identify education and training programs relevant to the needs of our community and business/industry.
- 2. Funding** - To identify donors of restricted and unrestricted gifts to the SCC Foundation and increase participation by 25%.
- 3. Infrastructure** - Provide informed feedback on facilities, partnerships, technology to infrastructure consultant for accuracy of master plan.
- 4. Employee Diversity & Development** – To identify the current demographics of our team, professional development opportunities and desired outcomes for both.
- 5. Community Engagement and Health** - Plan and execute our first community and health engagement event for Spring 2022.

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Dr. English reviewed the long term and short goals and announced the responsible team members who will be leading the action plans for each goal. The goal is to have as many team members involved as possible including, faculty and staff. Consultant, Meridith Powell will be continuing to work with us through the next year to make sure that we are on the right track.

Next steps to strategic plan: Once approved, we will announce to the campus community. It will then be announced to the entire community with the unveiling of our new logo and celebration of SACSCOC results. Ongoing report out will occur throughout the year to Presidents Council and Board of Trustees.

A motion to accept the Systems Thinking Strategic Plan as presented was made by Mr. Randy Britt and seconded by Dr. Timothy Lance. The motion passed unanimously.

United Chadbourn Consortium – Dr. English- Dr. Lance

Dr. English and Dr. Lance explained the purpose of the United Chadbourn Consortium, which is a group to bring organizations together to address and solve critical issues affecting the town and community such as violence & crime prevention, youth engagement & recreation, business growth & development, community peace & reconciliation, and housing & residential development. SCC will be associated with the Consortium along with the county Chamber of Commerce and the town of Chadbourn.

**College Reports –
Presidents Report –**

Dr. English referred to his report that is in the board packet. He recognized Dr. Cox for her work with the upcoming SACSCOC onsite visit. Much has been happening behind the scenes to get ready for the visit. He stated that we feel we are prepared. He expressed appreciation for all the hard work that Sylvia and Lacie have done to get us ready. He reminded the trustees that they may be contacted to attend a session with the onsite team.

Items highlighted in his report were:

the NCACCT presidents meeting, the All-Employees Day which focused on the QEP and the recent Presidents Council meeting that was held at the Boys & Girls Home at Lake Waccamaw. Dr. English expressed appreciation to Boys & Girls Home for allowing us to use the space at no charge.

Executive VP Report

Dr. Cox referred to the Executive VP report in the board packet and highlighted the following items: SCC was recently recognized in NCCC News You Can Use as having 14 Quality Matters Certified courses, the most in the state. We also partnered with Chris Wilcox on Aug 14 for a Free Family Fun Day on the SCC Campus. Welcome week was held on August 16-20 with a week full student activity to welcome the students back to campus.

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Administrative Services Division Report

Ms. Jacobs highlighted several items included in the Administrative Services Division report in the board packet:

Business and Finance: The Baseline Budget was approved by the State Board of Community Colleges at their Aug 10th meeting and was based on the N.C. G.S. 143C 5-4 (Continuing Budget Authority). Since there is currently not an approved state budget, the general statute states that we may continue operating on last year's budget. Ms. Jacobs and Mr. Edmund, Chair of the Finance Committee, met and decided to wait until a budget had been approved to call the facilities committee together. We continue to monitor the state budget process which is currently being finalized to send to the Governor for approval or veto.

The CAFR (Comprehensive Annual Financial Report) and Certification Letter was successfully submitted to the Office of the State Controller in August.

Ms. Jacob's also submitted to the board the Report of Disposals for August & September 2021.

Facilities and Maintenance: The Strategic Facilities Master Plan that will be conducted by Watson, Tate Savory will begin in October. Ms. Jacobs has met with them, and they will be using our Strategic Plan to make sure that all plans are covered.

Information Technology: TV Casters and digital signage has been installed across campus to simultaneously transmit relevant campus information.

Bookstore: Mr. Kennon Briggs has completed the financial and operational analysis of the Orcutt Bookstore. He will be presenting his results to the leadership team in the coming weeks.

Chairman's comments

Consent Agenda: Judge Hooks reminded all trustees that the consent agenda is a new process and if there are any items that need to be pulled out for further discussion to please do so. Also please let us know how the process is working.

Judge Hooks thanked Mr. Gene Wayman for attending the BLET graduation. It was a well-organized event and well attended by families of the graduates.

OLD BUSINESS:

QEP Update

Dr. Cox presented the trustees with a bag of QEP information, reminding them of the importance of the QEP I KNOW project. We will be highlighting the plan next week with the SACSCOC onsite team. It has been quite the journey, but we feel we have an amazing plan. The Quality Enhancement Plan focuses on Career Exploration and will enable students to select an appropriate academic program based on their identified interests and career objectives to facilitate the timely completion of their academic goals. This will ensure that students "know" they are on the right track to a great career.

The QEP document is located on the SCC website at <https://www.sccnc.edu/about-scc/qep/>
The relocation of the Welcome Center will be a huge part of this and the One Stop model.

SACSCOC Onsite team –

Dr. Cox reminded the trustees that the SACSCOC onsite team of 9 people will be here next week including Dr. Charles Taylor our VP from SACSCOC. They will review what the offsite team covered. A lot of work has been put into this from across the campus.

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New Business:

University of Mount Olive and SCC – Memorandum of Understanding

Dr. English presented the UMO Promise which is a partnership between the University of Mount Olive and Southeastern Community College. The partnership will enhance educational opportunities and facilitate a seamless transfer of graduates from specified SCC Associate of Applied Science Degree programs to the University of Mount Olive. UMO will accept up to 60 credits from specified AAS program at SCC. This will be a great partnership.

Reminders:

Refer to dates listed on the agenda.

Next SCC Board of Trustees Meeting – Nov 20, 2021

A motion was made to go into closed session by Mr. Henry Edmund and seconded by Mr. Randy Britt. 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 Edmund 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. Henry Edmund, and passed unanimously.



Judge Jack Hooks, Chairman
SCC Board of Trustees



Dr. Chris English, President

Minutes of the Southeastern Community College Board of Trustees
Called meeting Friday, November 5, 2021, at 10:00am
Hooks Board Room

Present: Judge Jack Hooks, Chair; Mr. Joe Hooks, Vice Chair; Mr. Randy Britt, Mr. Henry Edmund, Mr. Bobby Ezzell, Dr. Timothy Lance, Dr. Gary Lanier (by Zoom), Mr. Gene Wayman

Others Present: Dr. Chris English, President, (Zoom); Ms. Lacie Jacobs, COO, VP/Administrative Services; Ms. Terrie Priest, Recording Secretary; and Mr. Thomas Sherrill, News Reporter

Welcome: Judge Hooks welcomed everyone to the called meeting.

Ethics Awareness and Conflict of Interest Reminder: Judge Hooks reviewed the Ethics Awareness and Conflict of Interest Statement and asked for any trustee who has a conflict or the appearance of a conflict to recuse themselves from participation in the matter involved.

Approval of Meeting Agenda: A motion was made by Mr. Randy Britt and seconded by Mr. Henry Edmund to approve the Nov 5, 2021, special session meeting agenda. Motion carried unanimously.

Judge Hooks reviewed the purpose of the meeting which was to discuss and approve the purchase of equipment and renovation of the SCC Child Development Center playground. The need for the called meeting was due to the fact that the estimate for equipment with a discount will expire today.

Facilities Chairman, Mr. Joe Hooks, reported that the Facilities Committee has reviewed the proposal to redevelop the playground at the child development center. An estimate of 90k had been received last year to renovate the playground and at that time funds were not available. We have recently received a new price of 71k that includes a 15k discount that is only good until the end of the day today, Nov 5, 2021.

The company will come in and redevelop the entire playground. They will take down all equipment, redesign the landscape and reinstall equipment to proper safety standards.

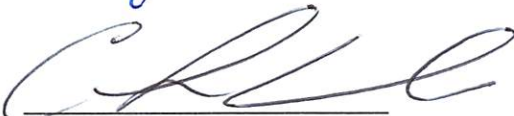
Mrs. Jacobs reported that funds for this project will come from a Childcare Stabilization grant that will be received from DHHS which allows for renovations of playgrounds.

A motion was presented from the Facilities Committee to move forward with the development and renovation of the playground at the SCC Child Development Center. The motion carried unanimously.

There was no further business to be conducted, and a motion was made by Mr. Henry Edmund and seconded by Mr. Randy Britt to adjourn the meeting. Motion carried unanimously.



Judge Jack Hooks, Chairman



Dr. Chris English, President