

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

**Monday, May 23, 2022, at 5:30 pm**

**B-Building, Rooms 101A & 101B**

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

**Others Present:** Dr. Chris English, President; Dr. Sylvia Cox, VP/Student Services; Mr. Bill Maulsby, Director, Human Resources; Ms. Haylee Damato, Director, Marketing; Jennie Simmons, Executive Assistant; Mr. Tyler Cliff, Tech Support; and Mr. Thomas Sherrill, News Reporter

**Not in Attendance:** Ms. Crystal Frink, Dr. Maudie Davis, Ms. Emma Shaw

**Open Regular Board Meeting Session:**

**Welcome:** Judge Jack Hooks welcomed everyone to the meeting and called the meeting into session at 5:30.

**Introduced the 2022-2023 SGA Officers:** Dr. Cox introduced SGA Vice President Joshua Freeman. Joshua told about his background and his goals. He is in the electrical engineering program. She then introduced SGA President Oretha Kinlaw who also told about her plans, she wants to represent the student body well, and is in the Early Childhood program. Dr. Cox explained that SGA Secretary J'Nay Spaulding is working and could not attend tonight.

**Chairman Jack Hooks welcomed the new SGA Officers.**

**Introduction of New Employee:** Bill Maulsby, Director of Human Resource introduced the following: Carol Ann Lydon, Associate Dean of Institutional research; Selah Lobban, Video Broadcasting Coordinator; Ryan Todd, Director of Customized and Industrial Workforce Training; Wyatt Best, Grounds Maintenance Worker; Allison Gibson, Career Coach for Technical Programs

**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:**

**Oath of Office:** Clerk of Superior Court Jess Hill administered the Oath of Office to reappointed Trustee Henry Edmund. Henry Edmund was appointed by Columbus County Schools for a four-year term expiring June 30, 2026.

**Approval of Meeting Agenda:** A motion was made by Bobby Ezzell and seconded by Joe Hooks to approve the May 23, 2022 meeting agenda. Motion carried unanimously.

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**Approval of Consent Agenda:** Jack Hooks said everyone should have read all of these in advance. There were no items that needed further discussion.

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

**Voting Items:**

**Course Fees:** Dr. Cox presented a list of course fee requests that have been added to cover the cost of OSHA cards, forklift cards, and background checks, to name a few. Dr. Cox also pointed out the increase for nurse lab fees to pay the cost of warranties and maintenance of the mannequins in the SIM lab.

**A motion was made by Henry Edmund and seconded by Theresa Blanks to approve the added course fees. Motion carried unanimously.**

**Cosmetology Fees:** Dr. Cox presented a list of suggested fees for cosmetology services. She gave an update of all the new things going on in cosmetology. The hours of operation will be emailed to the trustees. The cosmetology department has added more services and no service is more than \$10.

**A motion was made by Randy Britt and seconded by Dr. Timothy Lance to approve the added service fees. Motion carried unanimously.**

**Information Items:**

**Budget Analytic Report:** Dr. English gave a budget report in Lacie Jacobs' absence. He explained that we are at 81% with the state in our operational spending. We are still holding on to the budget stabilization, it will carry forward to 2024. County operation is on target; capital looks to be at 64%, but we are waiting on product and/or completion of some construction. All of that looks to be in-line.

Our state budget allocations as of 4:30 today was \$16 million which included the budget stabilization. We will hold on to it, carry it forward, and use it to make up for the loss we had in 2020/2021 and 2021/2022.

Henry Edmund added that in July they will have a committee meeting to go over the entire year in preparation for the next meeting.

**Prisons:** A discussion about the status of the prison was had. Dr. English referenced a soft opening that started in March. Travis Paul and Dr. English went to Columbus Correctional to see what additional programming on the technical side that could be offered. Travis Paul is doing some research of programs going on at other prisons and looking to see what we can offer from the state level that can be offered at a prison.

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**Male Minority Grant:** Dr. Cox told about the Male Minority Grant we were awarded from the System Office. Dean Colene Faulk and Jonathan Christian-Hodges were instrumental in getting this grant. We will get a small amount of this money each year. In the past the focus was retention, but we chose recruitment and access. Mentoring is written into this grant; we are excited about getting mentors from the community.

**ApprenticeshipNC State Grant:** Haylee Damato reported that in February the college received \$40K funds allocated to apprenticeship, which 71% goes to advertising and 29% creative element. We will report back to the system office after the money is spent.

Our 3 high-level goals:

- Promote Registered Apprenticeship to Employers
- Educate Students about the value of apprenticeship
- Educate parents on the “new face” of Apprenticeship and future opportunities

These advertisements are going to: TV, Cable, Streaming Radio, Digital & Social, Print, and 4 Outdoor Billboards.

One correction is that we will have an interview with Bettina Cox on “WWAY” not “Carolina in the Morning”.

Haylee then showed the trustees 2 apprenticeshipNC videos.

Dr. English added that as we build continuing education or curriculum programs the plan is to move forward and build an apprenticeship into that program.

Dr. Cox mentioned that we have 10 students in our apprenticeship summer.

**Flickr:** Haylee Damato told the Trustees about the Flickr account; this was created so people can check out what is going on at the college. Flickr is a media platform used to share photos. You will see pictures from awards night, graduation, and other activities going on at SCC.

**Committee Reports:**

**Facilities-** Joe Hooks, Chair of Facilities told that the facilities master plan will be presented at the July Retreat. Also gave an update on the flex situation. He told about the temporary facility for automotive and referred to the minutes from the 3-16-22 facilities meeting.

**Curriculum:** Theresa Blanks, Chair of Curriculum referenced the Columbus County Schools local articulation with SCC. She then turned it over to Dr. Cox for more details.

Dr. Cox explained that the sub-committee had already approved these articulations. She then read off the aligned High School courses to the College Courses. Dr. English said we intend to grow these and we are not taking away from what is going on at the high school, we are enhancing the

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High School courses with what we are doing at the college. Also, this supersedes the state level; the state level is very broad, but this is more specific.

In the fall we will have a progressive curriculum committee led by Dr. Hinson with assistance from Carol Ann Lydon to evaluate the curriculum programs. The intent is that in the fall, certain sections will be reviewed so that when the curriculum committee meets, adjustments can be made for the next year.

**The curriculum committee made a motion to approve this local articulation with Columbus County Schools. The trustees all voted in favor of this motion.**

**College Reports:**

**President's Report-** Dr. English highlighted several activities and gave an update of the facilities committee's decision to use the county's facility, 701 North, temporarily for an automotive training lab until the permanent building is constructed. We would like to continue utilizing the temporary facility for possibly a collision repair, use the house as a classroom, and the lot for motorcycle training/driving course or even motorcycle repair. We have a cap on the enrollment of at 17 students due to limited space. We plan to have a "Ribbon Cutting" mid-summer and have all of you out to see the facility.

**Enrollment:** After looking at EMSI and looking at a lot of the data, there is a 30% block of citizens of Columbus County with no education, only a high school diploma, or who have taken a few classes and gave up. We are connecting with a company called COLLEGEAPP for 1 year starting this summer. They will help us to identify that 30%. They have already surveyed the county and collected data to show such things as interest in college, how they are registered, their age, demographics, high school diploma or not, etc. This is all public information. We want to shift our recruiting to target those individuals.

We gave a **Farm Bureau Presentation**, then had a conversation with Phil Addison, the new Farm Bureau Manager. He is coming out to do a tour of the facility and campus next week. We will give him our vision of what the Agriculture and Horticulture facility would look like. We hope to hear back this summer about where we stand with the Tobacco Trust Grant and what are chances may be for them to fund that grant. We know that Farm Bureau is interested in supporting and partnering with the college. Hopefully by the July meeting we will be able to introduce you to our new Ag/Horticulture person.

On Monday, June 6 the County Commissioners will be approving the budget that was proposed by Eddie Madden. We asked for \$1.7 million in operational and about \$300K in capital. We will find out that night what they approve. You all are welcomed to attend along with me.

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Jennie will be attending an **Executive Assistants' Training Seminar** offered by NCACCT on June 1-3 at Wrightsville Beach. There have been 36 new presidents added to the Community College System since 2016, therefore a lot of new executive assistants.

Dr. English informed the board that he and Lacie Jacobs will attend a **Legislative Summit** on June 8<sup>th</sup> in Raleigh. They will try to meet with a lot of legislators, specifically Brenden Jones and Bill Rabon. We want to thank them for their support what they are doing for the college.

Dr. English then pointed out a document from the System Office that each Trustee received titled "Legislative Agenda Talking Points". He explained that we will be asking for the largest "ask" that the North Carolina Community College System has ever brought before our legislatures. We want to use the funding that was approved in this budget year as a springboard. We are still underserving our employees as far as pay. We will ask for \$99.2 million to support an additional 8% in raises for our faculty and staff. Since 2016, Community Colleges have been left out of salary increases that other organizations have received. We rank 46<sup>th</sup> in the state; we are losing people and must get more competitive.

The other part is for \$145.4 million to support programming; this is to expand capacity and instruction, Student Support, Technology and Economic Development. We are underfunded compared to our UNC partners. This will allow us to grow over the next 3 years. The FTE model change in the funding structure would take us from 58.3% to 66% of the UNC System. Our previous request was \$38 million for 2019-2021 and the 2021-2023 will be for \$156 million in total.

**Trustees Retreat:** On July 19<sup>th</sup> we will have our Board Retreat and Board meeting where the facilities master plan will be presented. We will also go over our action plans, the first 6 months of introducing them for our strategic goals and what our results were. We will then initiate those next set of short-term goals with the action plan.

**SCC Foundation Update-** Dr. English spoke on behalf of Terrie Priest in her absence. He told about the success of the President's Ball. We raised over \$31K and after expenses we had \$18K to donate to athletics programs. We truly appreciate our generous donors.

**Moss & Ross:** Dr. English explained that we completed the Moss and Ross evaluation. They gave a presentation of their findings: they did an extensive search of jobs compared to other institutions, how the foundation is operating, looked at the by-laws which had not had an extensive updated since the early 70s, and suggested things that needed to be reworked. One of their recommendations is to have a strategic plan that matches and supports the college. Terrie will create a team to get started on this task.

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The Mini Grant Team met on May 11<sup>th</sup> and awarded 4 mini grants totaling \$5,780.00: Nursing Mentor Project was \$700.00, 5K Rams Run was \$1000.00, Spring Advisory Meeting was \$1500.00, and Columbus County Seniors 2022 Project was \$2580.00.

**High Lobby:** A dedication ceremony will take place in the SCC Auditorium on Wednesday, June 1<sup>st</sup> at 5:00pm followed by a reception. The High family donated funds for this remodeling; we have new lobby furniture and have remodeled the bathrooms. The lobby will be named the “High Lobby” in memory of James C. High.

**Rams 5K:** We had the Rams 5K Run this past Saturday. Ninety-three registered and 64 of those came out and participated. We had 23 people with 11 different vendors, 16 committees and volunteers for a total of 105 people who came out for the event. This goes toward one of our goals for a healthy college campus and community.

**Administrative Services Report:** Dr. English gave an update for Lacie Jacobs due to her absence. Dr. English said we will have a finance committee meeting in June/July. Dr. English explained having to put a limit on class sizes due to covid regulations. This has been a battle and was predicted that funding would be down, that is why we need that additional 1.9 million. We do not have our spring FTE results, but predictors based on courses offered, show that out of 58 community colleges, 39 show a decrease. This is a state-wide issue.

**Executive VP report-** Dr. Sylvia Cox advised that our summer classes are starting today. We are trending up for summer. We will have a Summer Fest here on campus on June 16<sup>th</sup> with a band and vendors for the community and our students. We have worked hard to have a good selection for summer, this is possible due to Dr. English bringing us the instructional staff model where faculty/instructional staff members can teach curriculum and continuing education (one college model) and they are working 12 months.

Dr. Cox also talked about using some of our American relief HERF money to purchase a mobile classroom; expected by the end of August. This mobile unit will have electrical and HVAC and will be taken out into the community. We have checked with high school partners to see what students are interested in that the high schools don't have and HVAC or electrical.

Dr. Cox then highlighted several activities that have been going on around campus and the community: Senior Day, Strawberry Festival, RSVP Ceremony, Senior Citizens Prom, graduation, nursing pinning, nurse aide ceremony, nail tech ceremony, awards ceremony, and construction academy.

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Dr. Cox referenced Carol Ann Lydon and said she has worked on several grants. One of the grants is for extra HERF funding for \$500,000 one for the Nursing department for a pre-nursing academy, and the greenhouse grant.

Dr. Cox shared the **Summer Academy** brochures and talked about each course. She also told how students from other counties have wanted to sign up; however, we must serve our community first. Some of these camps already have a wait list. SCC will pay the instructors; the food and bus will be paid for by Columbus County Schools Perkins fund.

Dr. English gave thanks to the Trustees for all their support and attendance to various SCC events. He let them know that they would soon receive a RAMS magazine in the mail.

**Chairman's Comments:**

**Trustees Self Evaluation:** Jack Hooks reported the results of the Board of Trustees Self-Evaluation. Nine out of 12 Trustees completed the self-evaluation. The evaluation was made up of two sections, the first part was an evaluation as an individual trustee and the other was a whole board evaluation. There was a short discussion, and everyone thought the results were accurate. Jack Hooks thought the results were a true reflection of the SCC trustees individually as well as a whole board.

**Nominations Committee:** Jack Hooks suggested the following people to serve on the nominations committee:

- Theresa Blanks
- Randy Britt
- Bobby Ezzell
- Timothy Lance

Each person listed above agreed to serve on this committee.

**Committee Reports:** In the future, we will handle the committee minutes as follows:

- Take/record minutes
- Send to committee chairperson for review
- (Once approved by chair) Send to committee members
- (Once approved by committee) Committee will approve minutes online
- Present (if board action is needed, if not then give an overview to the board)

**Old Business:** NONE

**New Business:** NONE

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Reminders: Judge Jack Hooks pointed out the reminders on the agenda.

Request of Closed Session:

A motion to go into closed session to discuss the President's Evaluation was made by Joe Hooks, seconded by Randy Britt, and unanimously approved.

"Closed Session"

**Motion was made to return to open session.**


Dr. English and Jennie Simmons were asked to step out for the board to have a discussion. When called back in, Jack Hooks explained that the trustees voted to give Dr. English an addition 6K added to his local supplement pro-rated back to March.

The motion to increase Dr. English's local supplement by 6K was made by Randy Britt and seconded by Henry Edmund. All were in favor.

There was no further business to discuss, a motion to adjourn the meeting was made by Jack Hooks.



Judge Jack Hooks, Chairman  
SCC Board of Trustees



Dr. Chris English, President