

**Minutes of the Southeastern Community College Board of Trustees**  
**Monday, September 25, 2023 at 5:30pm**  
**A-Building, room 210**

**Present:** Joe Hooks, Chair; Theresa Blanks, Vice Chair; Mr. Randy Britt, Mr. Henry Edmund, Ms. Crystal Frink, Mr. Bobby Ezzell, Dr. Timothy Lance, Mr. Jack Hooks, Ms. Emma Shaw, Dr. Dan Strickland, and Dr. Gary Lanier

**Not in attendance:** Dr. Maudie Davis

**Others Present:** Dr. Chris English, President; Dr. Sylvia Cox, EVP/Chief Academic Officer; Ibreta Jackson, COO, VP/Administrative Services; Terrie Priest, Foundation Executive Director; Dr. Natalie Hinson, Dean of Institutional Effectiveness; Jennie Simmons, Executive Assistant; Kaylie Simmons, Director of Marketing & Communication; Mr. Justin Smith, News Reporter; Tyler Cliff, Information Systems Specialist; Brad Wilder, SGA President; Karlyn Stephens, Head Softball Coach and Director of Athletics, and Mrs. Amanda Worley

**OPEN REGULAR BOARD MEETING SESSION:**

Chairman Joe Hooks welcomed everyone and called the regular board meeting into session at 5:30 p.m.

**Awards Recognition:**

Dr. English recognized Softball Coach Karlyn Stephens for earning the NJCAA (National Junior College Athletic Association) award for sportsmanship. Baseball Coach Robert Burns was also awarded the NJCAA for sportsmanship in baseball. Robert was not able to attend the meeting. Dr. English had glowing remarks about both coaches, the job they do, and their outstanding leadership.

**Special Guest:**

Joe Hooks introduced Mrs. Amanda Worley with the “Daughters of the American Revolution.” She presented a framed copy of the U.S. Constitution to the college on behalf of her DAR chapter. She gave some background history about the DAR organization and the work they do. She also gave each Trustee a booklet titled *US Constitution and Fascinating Facts About It*.

**Recognition of Service:**

Joe Hooks and Dr. English recognized Jack Hooks for his years of service as Chairman of the Board of Trustees from 2020 to 2023. Chairman Joe Hooks read a framed resolution in his honor on behalf of the board and presented it to Mr. Judge Jack Hooks.

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**Joe Hooks requested that the resolution be placed in the minutes of the meeting.** Dr. English and Joe Hooks also presented Jack Hooks with a plaque and gavel inscribed with a personalized message to Jack Hooks for his leadership as Chairman. Jack thanked the trustees, staff, and Dr. English for their help and support during his time as Chairman.

**Ethics Awareness and Conflict of Interest Reminder:**

Joe Hooks read the Ethics Awareness and Conflict of Interest Statement as a reminder and asked if any trustee has a conflict or the appearance of a conflict to please identify the conflict and refrain from participating in the matter involved.

**Approval of Meeting Agenda:**

**A motion was made by Bobby Ezzell and seconded by Henry Edmund to approve the September 25, 2023, meeting agenda. The motion carried unanimously.**

**Approval of Consent Agenda:**

Joe Hooks reminded the board that the consent agenda items should have been reviewed in advance. He asked if there was a need for discussion prior to the consent agenda vote. **There was no discussion needed, so a motion to approve the Consent Agenda was made by Jack Hooks and seconded by Dr. Dan Strickland. All were in favor.**

**Voting Items:**

Dr. Cox presented the Workforce Accountability & Integrity Plan for 2023-2026. This 3-year plan was created by our Workforce Administrator, Cliff Young, and his team and must be presented to the state every three years. It outlines what we will do to ensure the integrity of our workforce continuing education program and our goals for the next three years. We have also outlined measures for making sure there is accuracy and how we're reporting our license and credentials. The last page shows the class visitation plan that is provided to you annually. When auditors come in, they will review this plan and ensure we comply with it.

**A motion was made by Dr. Gary Lanier to approve the 2023-2026 Workforce Accountability & Integrity Plan and was seconded by Theresa Blanks. The motion passed unanimously.**

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**Budget Update:**

Ibreta Jackson stated we do not have an approved state budget but hope to have one by October 20, 2023. She then gave an estimate of \$15,000,000 for what we believe our budget will be. State funding dollars come from FTEs, and our FTE was up in the fiscal year 2023, so our budget will be based on those numbers from summer, fall, and spring. With our state budget, we are only at about 10% spent, so we are trending well. We try to stay under 2 million dollars per month.

The county budget is at 2.4 million for this year. The college only received a 3% increase in county operation funds for the fiscal year 2023-2024, so we must carefully monitor how we spend those dollars. We have been repairing HVAC units, which should help decrease our utilities. You will see that increase in the next few months because of some pending items we have ordered but have yet to pay for. I don't anticipate going over because we still have money left from past years. The county didn't give us all the funds upfront. We were on a reimbursement basis; the remaining funds were held with the county.

**Perkins Update:**

Natalie Hinson gave a slide presentation on Perkins, the federal education program dedicated to increasing learner access to high-quality Career and Technical Education programs. The \$145,193.00 allocated for 2022-2023 supported summer camps, CTE Faculty/staff professional development, Partnerships with teachers at high schools teaching college courses, Equipment for CTE programs, Support ½ of the Apprenticeship/WBL Coordinator position salary, and Skills USA and National Technical Honors Society student organization activities.

The allocation of funds for 2023-2024 is \$130,985.58, which will be used to support the following:

- Outreach kits for CTE Faculty
- Career days/outreach events with middle and high schools
- Professional development for CTE faculty/staff
- National Apprenticeship Week activities
- Articulation work with high school partners
- Equipment for CTE programs
- Skills USA and National Technical Honors Society student organization activities

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**Committee Reports:**

**Executive Committee:**

The Executive Committee met on August 15, 2023 to discuss trustee travel and the changes to the SCC Trustee's Bylaws.

Joe Hooks referenced the changes to in-state and out-of-state travel and the Board of Trustees attendance; he gave detailed explanation of the changes.

**Dr. Gary Lanier made a motion to approve the amended SCC Bylaws. Dr. Dan Strickland seconded the motion, and all were in favor.**

**Appointment of Foundation Board:**

Joe Hooks announced the four appointed Foundation Board members and said they should let it be known if there were reasons not to serve. The four members consist of Joe Hooks, Randy Britt, Bobby Ezzell, and Henry Edmund. All were in agreement to serve.

**Facilities Committee:**

The facilities committee met on August 22, 2023 to discuss several items.

1. **Cartrette and T-Building Roof Repair:** The Facilities Committee had initially decided to use county funds to do the coating repair to both buildings. However, the campus had flooding during Hurricane Idalia, which destroyed a dam. The college will need to use county funds for this repair instead. We want to amend the decision and use 3-1 SCIF funds (state funds) for the roof repair.
2. **Lease Agreement for Small Business Center in Tabor City:** The Facilities Committee approved the Tabor City Lease Agreement for \$400.00 per month.
3. **Nesmith Renovations:** Randy Britt stated the committee also discussed the 3-1 for Nesmith Renovations to turn it into a one-stop shop Student Center. This is estimated to be a 3-million-dollar project.

**Randy Britt said these recommendations are coming from the facilities committee. All were in favor of the three recommendations.**

**Finance Committee:**

Mr. Edmund, as finance committee chair, stated that the finance committee met on September 13, 2023 to thoroughly discuss the budget. He then turned it over to Ibreta, who explained salary increases and financial aspects of facilities projects.

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**College Reports:**

**Presidents Report** Dr. English first thanked Jack Hooks for his past leadership and Joe Hooks for his present leadership as chairman.

He then referred to his report and touched on a few essential items.

- 7% salary increase, 4% this year and 3% next year
- \$12.5 million in appropriations from Representative Brenden Jones for our healthcare facility. We will end up with two vacant buildings, so we will need some discussion with the facilities committee on how we repurpose them.
- Wet Land delineation for the 78 acres is done and has been sent to the Board of Engineers. They will come in, mark their approval on it, and tell us where we can and cannot go with access and building on the property. When we get that back, the MPS team working with our contractor will be able to submit their proposal to the State Construction Office, and then we will be ready to break ground.
- Accreditation will no longer be SACSCOC. We will have to select from a list of accreditors.
- House Bill 692, which says county commissioners, House, and Senate will now appoint new Trustee appointees
- Plans for an Athletic Park on campus. Dr. English met with Ricky Bullard and Eddie Madden to discuss plans.
- Final stages of the Golden LEAF grant
- Twelve truck driver training students have completed the program and are now in the testing phase.
- Ivy Kearney has been hired at SCC, so her nonprofit Reentry program has been put on hold.
- SCC ranked the #1 Community College with smartasset.com in the nation based on student/faculty ratio, retention rates, and cost of tuition and fees.
- SCC ranked #7 on nich.com out of 922 colleges based on professors, diversity, student life & values, and locations.
- October 21, 2023, will be our Maze Craze concert with Canaan Cox.

Dr. English recognized and thanked Dr. Cox and Ibreta Jackson for their invaluable work.

**Executive VP Report:**

**Dr. Cox** told about the mobile unit being highlighted in so many places that now we're getting requests for places to visit. The marketing department does a fantastic job of highlighting many things we do. Kaylie has stepped into this marketing director role and is knocking it out of the

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park without anybody having to train her. Just look at what her fantastic team is doing, and you will see fingerprints of everything going on at the college.

If you are on Instagram, follow us. Grant is doing a review to show what we are doing weekly. Dr. Cox showed a video from our high school camps, where fifty students attended. This is the camp we did in partnership with the school systems.

Dr. English is leading the way to opening doors to business industry partners, county commissioners, and representatives. Our success has been because of Dr. English's strong leadership and solid expectations. We are making Columbus County a better place to live, work, and play because of his leadership. I am honored to be a part of Chris English's team, and Everyone who works for me is honored to be a part of this excellent work.

**Administrative Services Division Report:**

**Ibreta Jackson** shared the following focal points from her report. We have extended the Fair Bluff Truck Driver Training Program driving pad by 100 feet. This will allow us to increase the number of participants in the program for the next class. We successfully had an emergency repair to the dam demolished during the hurricane. This repair has allowed us access to the back of campus again. The business office released 1.2 million dollars in financial aid for the Fall semester. The fiscal year 2023 was not an audit year for us, but we still had to submit our financial statements to the state auditor's office, which was completed and submitted last Friday.

**Foundation Report:**

**Terrie Priest** reported that \$50,273 has been awarded for the Success Scholarship and \$35,541 for the Success Scholarship Plus for 101 students. The Success Scholarship, Success Scholarship Plus, and Name scholarship funds given out this year equal \$291,000.

She reminded the trustees about the Passport facility addition to the foundation office. Also, everyone has a list of the Burkhardt Events and 60<sup>th</sup> Anniversary happenings. She gave information about the Canaan Cox Maze Craze concert, the Pizza Hut fundraiser on September 26th, and the Donor Scholarship Luncheon on October 5th.

**Student Government Association Report:**

**Brad Wilder**, SGA President, briefly mentioned a few ideas he would like to get started on campus. Also, he has been working with Dean Faulk on getting Mental Health activities on campus for SCC students.

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**Chairman's comments:**

Joe Hooks presented the idea of the trustees taking new headshots with Grant Merritt on the SCC campus grounds. He also introduced the concept of conducting board meetings in the middle of the day instead of evening meetings. A decision was not made, but Theresa Blanks asked that a questionnaire be sent out for trustees to vote on their preference for the board meetings.


**Old Business: None**

**New Business: None**

**Reminders:** Joe Hooks reminded the board of several upcoming events and dates.

Dr. English gave each Trustee an SCC straw sun hat.

**There was no further business to discuss, and a motion to adjourn the meeting was made by Bobby Ezzell and seconded by Dr. Dan Strickland. All were in favor. The meeting was adjourned at 7:30pm.**

  
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Joe Hooks, Chairman  
SCC Board of Trustees

  
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Dr. Chris English, President