

Minutes of the Southeastern Community College Board of Trustees
Monday, January 22, 2024, at 12:00 pm
A-Building, room 210

Present: Chairman Joe Hooks, Vice Chair Theresa Blanks, Dr. Dan Strickland, Mr. Henry Edmund, Mr. Bobby Ezzell, Dr. Gary Lanier, Mr. Randy Britt, Dr. Timothy Lance, and Mr. Jack Hooks- by phone

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

Others Present: Dr. Chris English, President; Dr. Sylvia Cox, VP/Student Services; Ms. Ibreta Jackson, COO, VP/Administrative Services; Ian Callahan, Human Resources Director; Kaylie Simmons, Marketing Director; Terrie Priest, Foundation Director; Dr. Natalie Hinson, Dean of Instructional Effectiveness; Maurice Simmons, SGA President; Kaitlin Nobles, Faculty Council President; Tyler Cliff, Tech Support; Matt Gore, Apprenticeship Director; and Jennie Simmons, Executive Assistant

Dr. Timothy Lance gave the blessing, the group was served lunch, and then the meeting began.

Open Regular Board Meeting Session:

Joe Hooks welcomed everyone to the meeting and called the meeting into session at 12:20.

Game Changer Award:

Dr. English presented the Game Changer Award to Mr. Tyler Cliff and complimented the work he does and the leadership qualities he demonstrates. Dr. English said, "Tyler is always there to lend a hand to me and anyone else around campus. He is willing to assist with IT issues or anything else that may come up. He has really proven himself as a leader."

Ethics Awareness and Conflict of Interest Reminder:

Chairman Joe Hooks reviewed the Ethics Awareness and Conflict of Interest Statement. He asked any trustee with a conflict or appearance of a conflict to recuse themselves from participating in the matter.

Approval of the Amendment to the Agenda:

Dr. English explained we received some information from Duke Energy late Thursday afternoon. The agenda had already been sent out; therefore, it was too late to add this information. Dr. English asked that the agenda be amended to add the voting item for Duke Energy to gain easement authorization to run underground power for the greenhouse. The approval of this agenda includes that amendment.

Randy made a motion to amend the agenda and add the new information. Henry Edmund seconded the motion. All were in favor.

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Approval of Consent Agenda:

Joe Hooks said the consent agenda items should have been reviewed in advance. There were no items that needed further discussion prior to the consent agenda vote.

The items listed on the consent agenda were as follows:

- **Regular Session Minutes – November 27, 2023**
- **New Employees and Personnel Update**
- **2024-2025 Holiday Schedule**
- **SCC Child Development Center Tuition Prices**
- **Whiteville City Schools and SCC Career & College Promise MOU**

A motion to approve the Consent Agenda was made by Dr. Gary Lanier and seconded by Theresa Blanks. The motion was carried unanimously.

Voting Item: SCC Amended Bylaws

Dr. English reviewed the changes to the By-Laws, **Article II: Membership, 1. Election or Appointment, 2. Restrictions, and 5. Vacancies.** He reported that SCC Attorney Carlton Williamson has helped with this, and we reached out to other community colleges for their guidance on the wording of the bylaws. Our bylaws outline what's in the General Statute. The Governor will lose his power to appoint trustees, and the local school Board of Education will lose its nomination. The only way the local school boards would continue would be from the county commissioners. They can delegate one seat to the City Schools and one to the County Schools. The school systems will need to make their nomination by May 1st; if they don't, then the county commissioners will nominate the trustee. It mainly goes to 8 trustees reported by the General Assembly, two appointed annually, one from the House and one from the Senate.

As the last governor appointee's term expires, this bylaw says if a Governor or local Board of Education has a vacancy to occur and since the governor will no longer have an appointment, this piece will be eliminated. When, for example, Dr. Lance's term expires, we will notify the System Office because it's an even year, and the new nomination will come from the Senate. If it were an odd year, the new nomination would come from the House of Representatives.

Randy Britt made a motion to approve the changes to the SCC By-Laws as written. Dr. Dan Strickland made a second, and all trustees were in favor.

Voting Item: (Amended Agenda Item)

Drew Kirkpatrick with Duke Energy sent an email with 2 maps attached, two easement documents to be signed by Dr. English, and one for Joe Hooks to sign. An addendum with copies of the documents were added to BoardDocs, and the agenda was amended to add this as a voting item.

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Dr. English said this is standard procedure and explained the importance of these documents that need to be voted on, signed, and returned to Duke Energy for them to be able to run underground power across the area for the new Greenhouse. The request for this amendment is due to us receiving the information late Thursday.

Dr. Gary Lanier made a motion for approval of the easement authorization. Dr. Dan Strickland seconded the motion; all were in favor.

Information Items

Budget Analytic Report:

Mrs. Ibreta Jackson gave a brief synopsis of the budget report as of December 2023, which is the midpoint in our fiscal year.

Looking at state funding, we are on target at 51.95%, which is consistent because several prepaid items and the \$800 bonuses all full-time employees received are included. Below is a breakdown of areas within the college.

STATE BUDGET ALLOCATIONS BY CATEGORY

PURPOSE	DESCRIPTION	BUDGET ALLOCATED AS OF 12/30/23
100	INSTITUTIONAL SUPPORT	3,459,540
200	CURRICULUM INSTRUCTION	4,442,003
300	CONTINUING EDUCATION	3,457,080
400	ACADEMIC SUPPORT	1,737,385
500	STUDENT SUPPORT	1,785,602
900	CAPITAL OUTLAY	1,090,134
	TOTALS:	\$15,971,744

The county operating budget is trending higher than average at 60.65%. Most approved equipment purchases have been made, so this trend will flatten during the Spring semester. Utility costs have increased, thus spending more county operating funds.

When we go before the county commissioners for our budget request for next year, we will undoubtedly have to ask for an increase in our operations to cover essential utilities. Gas is increasing considerably, so we are also looking into the cost of natural gas.

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Capital Projects:

Ibreta reviewed the list of our major projects going on across campus. We have \$31,909,000 devoted to these capital projects.

- **Greenhouse** - Groundbreaking Ceremony complete. General Contractor "Chris Worley" finalizing site plans and should break ground on the foundation in early February 2024.
- **Transportation Technology Building** - MPS Architects and Barnhill Contracting are finalizing cost estimates, and the advanced planning packet should be submitted to State Construction by late February.
- **Multiple Building Renovations** - Monteith Construction is working with MPS Architects to verify permits. Monteith is preparing cost estimates for B-Building to submit to SCC by the beginning of February 2024.
- **Building Door Access Controls** - Bid documents have been posted for designer services. Bid opening date is February 12, 2024.
- **Nesmith Building- Student Center Renovation** - Form 3-1 submitted to NCCCS for project approval
- **Roof Repair** - Form 3-1 submitted to NCCCS for project approval
- **Athletics Filed Upgrade** - Scope of work submitted to OSBM for project approval
- **Health Science Building** - Scope of work submitted to OSBM for project approval

For most of these projects, we have already submitted the documents to the state for approval to get the projects underway. You should see boots on the ground for the greenhouse in the next week or two.

SACSCOC Update:

Dr. Hinson said about a year ago, the Curriculum Committee approved an idea to expand our high school offerings at East Columbus, South Columbus, and Whiteville High School because of the opportunities the mobile labs allowed. We then submitted a prospectus to SACSCOC with our plan to offer 50 to 100% of a certificate at those locations. They approved that, but as of 2020, the process has changed. They now have an extensive review, requiring the perspectives, but they also visit the high school campuses to verify what we wrote is what we are doing on those campuses. They will be here February 19th through the 21st. They will be on our campus for a few hours on the first day; they will go to each of those high schools on the second day, and then on the third day, they will have an exit conference with the leadership team and Deans.

Fire Tower Ribbon Cutting:

Dr. English announced the upcoming ribbon cutting for the 7-story fire training tower. He encouraged the Trustees to drive behind campus to see the \$300,000 fire tower project. This includes \$150,000 from the county to do the building for the fire truck and the pad. The fire tower was installed right before Christmas. Edwin Ezzell is finishing work on the rock wall. We plan to have a ribbon-cutting ceremony on Saturday, February 17th, at 10:00 am with the Fire Academy

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joining us. The fire chiefs and Brian Nelson requested that date to accommodate the fire academy. We have the largest class we've ever had; it's growing by leaps and bounds. Please plan to come out that Saturday at 10:00 am.

Committee Reports

Facilities & Finance Joint Meeting Report: Henry reported on the joint Facilities and Finance meeting from January 10, 2024. We discussed the 24/25 county budget and are seeking an increase from the County Commissioners this year. The capital request will stay about the same, but the operational costs will increase due to the rising cost of utilities, maintenance, and repairs. With all this expansion and building at SCC, utilities will increase, and the Commissioners need to be made aware. Ibreta and Dr. English will attend the County Commissioners' meeting in February or March to make this request. We will probably hear about their decision on our 24/25 budget by mid-summer. Henry complimented the great job of putting these numbers together to show the needs. Henry invited the trustees to join the meeting in support of the request.

Henry also reported on the \$14 million STEM building project on the land across the pond. He then asked Dr. English to give an update about the road access to that area. Dr. English said we have had many surveys done (property, wetland delineation, power, water) and are now working on finalizing the sewer survey. One of the things they're looking at is where the water line comes down; there is a pump station where they need to run an 8-inch line. He said Jana with MPS confirmed that the army core of engineers gave ECS the right to accept the document outlining their wetland delineation survey, which dictates where we can go with the road. He showed a map and pointed out a few different scenarios but said we probably need to concentrate on the road going where it currently exists. It will need to be upgraded to accommodate the weight of vehicles.

They're going to get estimates from Barnhill by the 12th of February. Then submit it to state construction saying they've done all the advanced planning, and state construction must approve we have the money to support the project. They plan is to submit the approved cost estimate to state construction in early March, and it usually takes 30 days to get it back. We hope to be able to break ground in April.

College Reports

Marketing:

Dr. English introduced Kaylie Simmons, who accepted the Director of Marketing and Communications position in June and has done a tremendous job.

Kaylie gave a PowerPoint presentation to the Trustees, introducing her marketing team, their areas of expertise, and projects they are working on. She gave an overview of marketing and communications, what they are doing, and why they are doing what they do. She also explained

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the difference between digital marketing and traditional media and reported on how digital marketing works and its advantages.

Presidential Activities Report:

A copy of Dr. English's Presidential Activities Report was included on BoardDocs, listing activities from December through January. He reported he will attend a Winter President's conference in Durham at the end of the week. One of the topics the presidents will focus on is a new funding source called Propel NC. This new funding model focuses on workforce development.

When looking at the education budget appropriated from the general assembly, K12 gets most of it; the UNC system gets between 25 and 30%, which varies based on budget and needs, and we only get about 8 to 10% of the cut.

We are asked to drive and build a workforce; you have 58 colleges versus 16 universities. A university setting has an advantage; if they use labs or have research sites, companies they work with will bring in their materials or products, and the universities get to keep them. Developing and teaching these programs is costly for us.

Roughly about 90% of the state budget goes towards salaries. That only leaves about 10% for what we call the other. If you want to add a program and need that little bit of buffer, you use those additional to offset that. If we could truly get to 85% of the budget being salaries, it would give us a buffer to accommodate those on-demand things that a company, business, or industry may need. Our salaries are currently at about 92% of the budget; however, in 2021, they were at 104%. Propel NC will allow colleges to focus training on workforce needs and target high-cost programs. Propel NC will go to state board for approval in February.

Executive VP report:

Dr. Cox reported several accomplishments from the Student Services side. She also said a lot of work is being done around teaching and learning to improve routine teaching, and this is the perfect example of a one-college model.

She also highlighted the apprenticeship program and said Columbus City Schools, Whiteville City Schools, and the college worked as a group to apply for a Golden Leaf grant. Golden Leaf has about eight objectives connected to the work we have already been doing and focuses on building that pipeline from high school to community college. We are working on developing those and getting more students in that pipeline. Golden Leaf was excited to fund this because of our partnerships, and we are building this off Surry Community College's model. President Shockley at Surry says Dr. English understands this work.

Dr. Cox called Matt Gore to discuss his new position as Apprenticeship Director, the plan for moving forward, and what that will look like. He is housed on the SCC campus but is working with Whiteville City and Columbus County schools to get high schoolers into a field they want to be in and eventually get them to SCC. Matt will work with the area businesses to make this happen. He

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will be out in the community talking with businesses and our youth; our community and workforce are one group. Matt said he is thankful for this opportunity, which started on November 27th. He will travel around the state to meet with individuals to see how we build what we need for our community. The plan is to build this up for years to come to keep our youth here and working.

VP/COO report:

Ibreta said Administrative Services, which are IT, HR, Facilities, Campus Police, and Business and Finance, are working behind the scenes to keep the college going. Our facilities department has been working on our HVAC. This year, a lot of funds have been spent trying to update our systems and automate things. All our units were beyond their useful life; a 20-year unit might have been 30 years old.

Tyler Cliff is here helping us today and representing our IT Department.

Forms that we use generally take a long time to process; IT is working to automate and update these processes.

Carol Ann Lydon is working on an internal energy audit; we are looking at where we can save costs with energy. We have already implemented changes in some areas, such as the automated part of the A/C system, but we have other areas of concern. We hope to report our findings to the Trustees in March.

SCC Foundation Update:

Terrie Priest gave an update on the progress of the passport program. She said people finally realize we are doing passports, and the number of clients has really picked up. We are raising unrestricted funds for the foundation. People who have never been to our campus are coming out, and this is helping us develop relationships with the community.

We are planning a Henry Wyche Art Show in the Wyche Gallery on Sunday, February 4th. I have been in contact with Henry White's granddaughter Martha and have collected the artwork she and her mother had for our art show.

Also, we have our new 60th-anniversary logo thanks to marketing. If you want to purchase a brick, you have a "Raise the Bell" form at your seat. That event is on February 6th at 2:00 and will kick off our 60th anniversary.

SGA President Maurice Simmons:

Dr. Cox introduced Maurice, saying he was already part of the SGA, so we were able to move him to the president's role. If you are at an event and don't see Maurice, it's because he is wearing the Rocco costume. He is very well-loved by the faculty, staff, and students. If there's anything that we need help with, he has stepped up every time. He has an incredible story that we're proud of as he's come through his journey as a student; he has been a model SGA, and he is a double major

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in mechatronics and electrical engineering; along the way, he did an internship here on our campus and has been a student ambassador. We've hired him part-time in the maintenance department. Maurice will be an SCC graduate in May.

Maurice reported on the SGA events that have been happening over the last two months. Just a few of the events he highlighted were:

- Native American Heritage Day
- Pre-Exam Party
- Deck the Doors contest
- Welcome week events
- Volunteered at the Dream Center & A Maynor Village for the MLK Service Project.

Chairman Hooks thanked Maurice for attending.

Chairman's Comments:

Chairman Joe Hooks said things are looking great; we have a lot going on and lots of growth.

Old Business: NONE

New Business: NONE

Reminders:

Joe Hooks pointed out the reminders on the agenda.

There was no further business to discuss; a motion to adjourn the meeting was made by Henry Edmund and seconded by Dr. Gary Lanier. The motion passed unanimously.



Joe Hooks, Chairman
SCC Board of Trustees



Dr. Chris English, President
Southeastern Community College