

Minutes of the Southeastern Community College Board of Trustees
Monday, May 20, 2024, at 12:00 pm
A-Building, Room 210

Present: Joe Hooks, Chairman; Mrs. Theresa Blanks, Vice Chair; Dr. Dan Strickland; Mr. Henry Edmund; Mr. Bobby Ezzell; Mr. Randy Britt; Ms. Emma Shaw, and Dr. Timothy Lance

Others Present: Dr. Chris English, President; Dr. Sylvia Cox, EVP/Student Services; Ms. Ibreta Jackson, COO, VP/Administrative Services; Ian Callahan, Human Resources Director; Terrie Priest, Foundation Executive Director; Dr. Natalie Hinson, Dean of Instructional Effectiveness; Kaylie Simmons, Marketing Director; Jennie Simmons, Executive Assistant; Mr. Tyler Cliff, Tech Support; Crystal Frink's family, and Isabella Hopkins, News Reporter

Absent: Mr. Jack Hooks, Dr. Maudie Davis, Dr. Gary Lanier

Dr. Lance asked the blessing, and lunch was served at 12:00 pm.

Open Regular Board Meeting Session

Welcome: Joe Hooks welcomed everyone to the meeting and called the meeting into session at 12:30.

Tribute for Crystal Frink: Joe Hooks and Dr. English invited Crystal Frink's family to the front of the room, where Joe read and dedicated a resolution in Ms. Frink's memory. Joe asked that this resolution be placed in the minutes. Joe said she will be missed, and we appreciated her time at SCC. Dr. English told the family how Crystal had taken time with him when he was first named President of SCC; she showed him around Chadbourn and was a true leader in this community. The family was presented with the framed resolution and posed for pictures for the News Reporter and SCC's Marketing Director, Kaylie Simmons.

Service Recognition for Bobby Ezzell: Dr. English and Joe Hooks called Bobby Ezzell and his wife Roseanna up and recognized Bobby for his years of service and a job well done as an SCC trustee since 2012. On behalf of the board, Joe Hooks read a resolution in honor of Bobby and asked that this be recorded in the minutes. Dr. English thanked him for his leadership, and Eddie Madden thanked him for his service and referred to him as a class act. Dr. English and Joe Hooks presented Bobby with the framed resolution and a personalized clock inscribed with his years of service as a trustee and the SCC college logo.

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Mr. Bobby said the college has been here for 60 years and will be here another 60; the college has a bright future due to the leadership, students, Columbus County, and the state of North Carolina.

Ethics Awareness and Conflict of Interest Reminder: Joe 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: Dr. Dan Strickland made a motion to approve the May 20, 2024, meeting agenda with a second from Henry Edmund. The motion carried unanimously.

Approval of Consent Agenda: Joe Hooks said everyone had the opportunity to read over the consent agenda items in advance. The items on the consent agenda were as follows:

- Regular Session Minutes – Monday, March 25, 2024
- New Employees and Personnel Update
- Natural Hair Care Proposed Fees

There were no items to be pulled out for further discussion.

A motion was made by Dr. Dan Strickland and seconded by Dr. Timothy Lance to approve the Consent Agenda items. The motion was carried unanimously.

Voting Items:

Local Articulation Agreement with SCC, Whiteville City, and Columbus County Schools

(automotive): Dr. Cox explained this agreement is between Whiteville City and Columbus County high schools and SCC. The high school teachers and college instructors worked together on pathways to take the high school credits and give them college credit.

A motion to accept the articulation agreement, as discussed, was made by Mr. Randy Britt and seconded by Theresa Blanks. The motion carried unanimously.

Local Articulation Agreement with SCC and Columbus County Schools (culinary):

This agreement is between Columbus County Schools' Early College and SCC for college credit with high school culinary work. We are building those credits for Early College culinary students earning high school credits will also count as college credits and move them towards achieving a certificate for business.

A motion to accept the articulation agreement with Columbus County Schools, as discussed, was made by Mr. Randy Britt and seconded by Theresa Blanks. The motion carried unanimously.

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Fair Bluff Driving Pad Lease Agreement: The lease agreement for the concrete pad in Fair Bluff for the Truck Driver Training Program from TG Lovett at \$6,000 and the additional land from the Town of Fair Bluff for \$12,000 for the year, effective June 1st needs to be renewed.

A motion to accept the yearlong lease agreement for the Fair Bluff Driving Pad for \$6,000 and additional land from the town of Fair Bluff for \$12,000 was made by Mr. Henry Edmund and seconded by Dr. Dan Strickland. The motion was carried unanimously.

Information Items:

Budget Analytic Report- Ibreta Jackson explained the state budget report through April 2024. We are at the 10th month out of 12 and are at 84.77% for spending. The footnote shows the state operating budget is trending at the expected level. The last day to submit purchase orders was May 15, 2024. The payroll cost for the remainder of the fiscal year has been encumbered, and all approved purchase requests have been accounted for. The total state operating budget will be spent, and any unspent capital funds will be carried forward to the next fiscal year. State operating funds support programs and all costs related to most of our faculty and staff positions.

For **county** operations and capital, we are at 89.88% for spending. The footnote for the county operating budget states we are trending slightly higher than the burn rate. We have suspended all expenditures (except payroll and pre-approved purchase orders) to prepare for the fiscal year-end closeout. This budget year, about six costly HVAC units had to be replaced, and our fire alarm system had to be upgraded. All capital expenses are complete, and we have sufficient funds to cover encumbrances. All allocated county funds this fiscal year will be spent.

Henry Edmund said, for the record, I want to call a full Finance Committee meeting in June to close out the year, and moving forward, I would like to meet every two months.

Proposed 2024-2025 County Budget- This budget proposes to give us a 3% increase in operating but a 6% decrease in capital budget. Overall, we will have a 3% decrease in the total budget. If we spend all our money this year, we know the total decrease will make it even tighter next year. Our county funds support our facilities, maintenance, custodial, and everything for upkeep on our buildings. Since we have money for these capital projects, we will tie much of that cost into any capital project. Dr. English said the \$150,000 for Apprenticeship money with the county and city schools was additional last year after the budget had been approved but has been embedded into our budget for this year.

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Dr. English agreed with Ibreta, saying we have some strategies with capital funds. As we look at possible renovations to the nursing building, Nesmith, and others, we will work facility repairs and maintenance into those projects. We anticipate the state budget will be higher next year.

Ibreta reminded the trustees that our contract with Triple C Flex Custodial company ended; we now have our in-house custodial team and expect to see some savings.

Committee Reports:

Facilities- Randy Britt, Chair of Facilities, said the facilities committee met several times in the last two months. He then asked Dr. English to explain the items that needed approval.

3-1 amended form approval (STEM facility)- Dr. English reported that we need to amend the 3-1 from last year, which was for \$14 million to construct the STEM automotive building, including gaining access to the 78 acres. We worked with MPS and Barnhill over the previous year, and part of that process was to look at the wetland delineation and work with the Army Core of Engineers to get approval on where we were allowed to access. During the evaluation, it was discovered that the utilities are undersized and must be increased from Chadbourn Hwy back out to the project.

The project came in at \$29 million, including the building, the driving pad, and road access with utilities. We had \$14 million for the STEM project last year and then were awarded \$12 million for capital improvements from Brendan Jones from the General Assembly, to be used as needed. Brenden requested a portion of the money be used for healthcare. A decision was made to use some of the \$12 million to move forward with the STEM project. The driving pad could be omitted for now, and work towards other funding sources to add it later. Carol Ann has already submitted a grant with Senator Tillis' office, and we have met with Pam Bostic with EDA. We are plugging some other grant opportunities to be able to fund the driving pad. The total project for \$22 million will include constructing the 25,000 sq ft STEM automotive building and gaining access to the 78 acres. If this 3-1 is approved, it will go back to State Board for their approval.

3-1 form approval (Healthcare)- We plan to use the remaining amount of \$4,000,000 from the \$12 million, money from Connect NC Bond funds, money from SCIF, and one other place to support the renovation and addition of 4,000 to 5,000 sq. ft. to our nursing building instead of building a new facility. This addition would include a new SIM, biology, and chemistry science lab. We need your approval for this 3-1 to invest \$6.5 million into the nursing program.

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M-building Renovation- Monteith Construction sent us a proposal for \$396,000 to renovate the M building, primarily the bathrooms, to make them ADA-compliant. We will also address ceilings, floors, and paint.

The full board voted in favor of moving forward with the 3-1 for the STEM building and access to the land, the 3-1 for renovations and addition to the healthcare building, and renovations to the M-building. The recommendation from the facilities committee passed unanimously.

Henry Edmund requested that Dr. English email the full board a copy of the STEM facility design plans.

Projects- Ibreta gave an update on the different projects around campus.

- **Greenhouse**- Atlas completed erecting the greenhouse last week. General Contractor Chris Worley is completing the electrical & landscaping. The project is slated to be complete by the end of May 2024.
- **Transportation Technology Building** – The BOT Facilities Committee approved allocating an additional \$8M to this project to proceed with construction. We've submitted a revision to OSBM and will submit a revised 3-1 to NCCCS once OSBM approves it.
- **Door Access**- The BOT Facilities Committee interviewed and approved moving forward with Quality Consulting Engineers (Designer) on April 15, 2024.
- **Nesmith**- Project approved by NCCCS. Preparing a request for qualification (RFQ) to post for solicitations.
- **Roof Coating**- Request for Bid (RFB) for roofing companies was posted to the State's site. Bid opening date is June 13, 2024, at 2:00 pm.
- **Athletic Field**- A revised scope of work was submitted to OSBM and is pending approval. Preparing 3-1 to submit to NCCCS.
- **Health Science Building, R-building renovation, and Addition**- A revised scope of work was submitted to OSBM and is pending approval. Preparing 3-1 to submit to NCCCS.

College Reports:

President's Report- Dr. English reported speaking to Brenden Jones for support. Brenden intends to work with the community colleges to help us achieve our goals. He also explained the Belk Centers NC Reconnect, and its concept of reaching adult learners. Dr. English is in hopes that SCC will be selected to be in the 4th Cohort.

Dr. English thanked the trustees who played a part in the great success of our 2024 SCC Graduation, where 255 graduated and 174 marched. Dr. Strickland was very complimentary of the meaningful and well-organized graduation ceremony.

SCC had a great Nurse Aide and Clinical Medical graduation, with 31 graduating and 19 graduating from the Fire Academy Convocation.

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Executive VP Report- Dr. Sylvia Cox highlighted a few things in her report. She said to educate the community on career opportunities and career exploration, we have been to every middle school and high school in the county and represented career & technical education as well as opportunities to transfer.

Dr. Cox attended an adult educator conference for our state conference with Mr. Stacy Buff from McDowell Community College, where we presented on the one-college model.

In April, her team met with business and Industry partners and then met with high school partners on campus to work on pathways to help improve the pipeline from high school to college to make those tasks as seamless as possible.

Student Services has been preparing for summer camps that start at the end of June and some in July. We have seven or eight different camps that we worked with our high school partners on through the Golden Leaf Funding.

An HR breakfast is planned based on the ideas of the Adult Educators Association meeting.

Administrative Services Report- Ibreta briefly reported about the Report of Disposals and explained if an item is obsolete or no longer has any program value/use for us, it may be of value to someone else. We try to sell everything possible; if not, we can dispose of it. This past year, we sold several items, one of which was the Tiny House. We made \$40,000 on cannibalizing or disposing of items. Usually, when we sell something, the money received goes back to the account it came from.

Foundation Report- Terrie reported the Grant Committee met and awarded five mini-grants. They are as follows:

- Veronica Powell - \$1500 (Transitional Studies-Jumpstart program)
- Myra Thompson - \$2500 (Summer Nursing Bootcamp)
- Scott Chattin - \$500 (Social Diversity Class project)
- Ruth High - \$500 (NCWorks Toy Drive)
- Pamela Young - \$1500 (Youth Entrepreneur Camp)

She also spoke about the success of the President's Ball and thanked all who donated and attended. This was the best year yet, making a profit of \$21,000.

The SCC Foundation recently received a \$50,000 donation from Bill and Carleen Clewis to establish the William E. Clewis Jr. Family Foundation Scholarship.

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Challenge Coin- Dr. English pointed out the Challenge Coin at each trustee's seat and told them about the challenge the graduates were sent out with on graduation day. Each trustee received a coin for themselves.

Chairman's Comments:

Trustees Self Evaluation- Joe Hooks reported on the Board of Trustees Self-Evaluation results. One hundred percent of the Trustees completed the evaluation, which was made up of two sections: the first was an evaluation as an individual trustee, and the 2nd part was as a whole board. The survey shows we are confident about ourselves and what we do. There were no questions or concerns; everyone thought the results were accurate. Joe said one area we could improve was to try to attend more functions on campus.

President's Evaluation- Joe explained the survey results from Dr. English's evaluation. The results are located on BoardDocs, and everyone had a chance to review them. He mentioned the comparison from last year to this year and pointed out that the scores are exactly the same. Joe Hooks said he felt like improvement would be hard to come by, and he did not think Dr. English could do any better than he does. We must report this information to the state; we will let them know we are very complimentary of our president, want him to stay at SCC, and we support him. Joe received new guidelines from Julie Woodson about the hiring of presidents and how contracts will be renewed from year to year and will be forwarded to the Trustees. Dr. English's contract is for more than one year, so he does not fall under these guidelines.

Nominations Committee- Joe Hooks recommended the following people to serve on the nominations committee:

- Henry Edmund
- Emma Shaw
- Dr. Dan Strickland
- Dr. Timothy Lance

Each person listed above agreed to serve on this committee. Joe asked Dr. Strickland to chair this committee and set a meeting to select the new sub-committee members.

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Trustees Retreat: On Thursday, July 11th, we will have our yearly board retreat at 9:00 am and the regular board meeting from 1:00 to 3:00 pm at the Ritz Center in Tabor City.

Old Business: NONE

New Business: NONE

Reminders: Dr. English touched on a few upcoming events.

There was no further business to discuss; the meeting was adjourned at 1:50 pm.



Joe Hooks, Chairman
SCC Board of Trustees



Dr. Chris English, President
Southeastern Community College