

**Minutes of the Southeastern Community College Board of Trustees**  
**Monday, January 27, 2025, at 12:00pm**  
**SCC Williamson Library**

**Trustees Present:** Chandler Worley, Dr. Danny McPherson, Henry Edmund, Dr. Gary Lanier, and Emma Shaw (Jack Hooks, Ricky Bullard, and Dr. Dan Strickland ~ by phone)

**Not in Attendance:** Chairman Joe Hooks, Vice-Chair Theresa Blanks, Al Leonard, and Dr. Davis

**Others Present:** Dr. Chris English, President; Dr. Sylvia Cox, VP/Student Services; Ms. Ibreta Jackson, COO, VP/Administrative Services; Terrie Priest, Foundation Director; Riley Benton, SGA President; Kaitlin Nobles, Faculty Council President; Tyler Cliff, Tech Support; Jennie Simmons, Executive Assistant; and Justin Smith, News Reporter

Dr. Danny McPherson gave the blessing, the group was served lunch, and the meeting began.

**Open Regular Board Meeting Session:** Neither Chairman Joe Hooks nor Vice Chair Theresa Blanks could attend the meeting; Joe Hooks appointed Henry Edmund, who previously served as board chair from 2014 to 2020, to stand in as Chair in their absence.

**Henry Edmund welcomed everyone and called the meeting to order at 12:30pm.**

**Ethics Awareness and Conflict of Interest Reminder:** Henry Edmund reminded the Trustees of the Ethics Statement and asked if any board member felt they had a conflict or possible conflict on a particular agenda item to please let him know and refrain from participating in the particular matter involved.

**Approval of Agenda:** Henry said we need a motion to approve the agenda with the addition of item 3.8. Dr. Danny McPherson made a motion to approve the agenda as presented; there was a second by Chandler Worley. The motion carried unanimously.

**Approval of Consent Agenda:** Henry Edmund said the consent agenda items should have been reviewed in advance. He noted that Compliance Review item 3.8 was added to the agenda and sent out days prior to the meeting. There were no items that needed further discussion. The items listed on the consent agenda were as follows:

- Regular Session Minutes – November 25, 2024
- New Employees and Personnel Update
- 2025/2026 Holiday Schedule
- Report of Disposals
- May Board Meeting date change due to Memorial Day ~ May 19<sup>th</sup>
- Workforce Continuing Ed Class Visitation Report - Fall 2024
- Workforce Continuing Ed Accountability & Integrity Plan 2023-2026
- Compliance Review Final No Finding Report for Southeastern CC FY2024-25
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Mr. Edmund requested a motion to approve the Consent Agenda with the addition of item 3.8. Chandler Worley made a motion with a second by Dr. Danny McPherson. The motion carried unanimously.

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**Information Items:** Dr. English pointed out the Compliance Review 3.8 was the instructional audit report. We received a clean instructional audit with no findings. Congratulations to the Con-ed and Curriculum faculty and staff, especially Cliff Young and Sharon Williams, for their hard work pulling the information together.

**Blue Ridge Community College:** Dr. English shared a resolution developed by the Blue Ridge Community College Trustees and adopted at their board meeting on January 13, 2025. This was in appreciation for the generous donation of warm clothing and other cold weather items collected at SCC and delivered to Blue Ridge Community College in the wake of Hurricane Helene's devastation. We will run another drive in the near future for additional needs in Western North Carolina.

**NC Reconnect:** Dr. English and Dr. Cox provided an overview of this initiative aimed at attracting adult learners and highlighted the significance of SCC being selected for Cohort 5. A Kick-off will take place in March and will involve everyone on campus. We will make a huge announcement to the community in March. We are collecting the data and getting ready for this year-long project.

**Budget Analytic Report:** Mrs. Ibreta Jackson gave a brief synopsis of the budget report as of December 2024, which is the midpoint of our fiscal year. State budget is trending as expected. These figures include the \$800 bonus given to all eligible full-time employees in December. At the midpoint of the fiscal year, less than 50% of the state budget has been spent. Several equipment purchases have been ordered, and the budget will continue to be monitored as those items arrive and payments are processed.

**STATE BUDGET ALLOCATIONS BY CATEGORY**

PURPOSE	DESCRIPTION	BUDGET ALLOCATED AS OF 12/30/24
100	INSTITUTIONAL SUPPORT	3,886,887
200	CURRICULUM INSTRUCTION	5,165,819
300	CONTINUING EDUCATION	3,580,964
400	ACADEMIC SUPPORT	1,749,178
500	STUDENT SUPPORT	1,767,282
900	CAPITAL OUTLAY	1,155,180
	<b>TOTALS:</b>	<b>\$17,305,310</b>

County Budget is currently trending higher than the desired spending level. The 3% decrease in the total county budget compared to the previous year has presented challenges. Fringe benefits, utilities, maintenance, and repair costs have increased over the past year. At 6 months into the fiscal year, 50.95% of the County Budget has been spent. The budget will continue to be closely monitored, and alternative funding sources will be utilized when available for miscellaneous projects.

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**SCC 60<sup>th</sup> Anniversary Report of Events:** Terrie Priest provided an update on the marketing initiatives and campaigns executed in celebration of SCC's 60th Anniversary.

- 60th Anniversary Logos created by the SCC Marketing team were featured throughout the year on all marketing materials and email signatures.
- Social Media Campaign (Jan 13–Dec 16, 2024): Every Thursday, a post was shared, resulting in 49 posts throughout the year.
- SCC Decade Boards: Displayed at the President's Ball and Columbus County Fair Booth to showcase SCC's history.
- 60th Alumni Videos: Six featured alumni shared their SCC experiences and the impact on their careers and lives.
- Annual Report: Included a special article highlighting the 60th Anniversary Logo & Mascot.
- Rams Magazine - Special Edition: A 60th Anniversary Issue was mailed to the community in December, featuring a timeline of SCC's history.

She also highlighted **multiple events** throughout the year that were **themed** around the **60th Anniversary celebration**.

**Committee Reports**

**Finance Meeting Report:** Henry Edmund reported meeting with Ibreta last week. He stated that things are tight, but he is determined that we will finish the year on budget.

He reminded everyone of the Joint Facilities and Finance meeting scheduled for February 6th to discuss the budget presentation for the county.

**Curriculum Meeting Report:** Dr. Gary Lanier reported on the curriculum subcommittee meeting on November 25, 2024. The instructional committee has introduced program changes for Cosmetology, Welding, Agribusiness, and Air Conditioning, Heating, & Refrigeration Certificates. He gave an update on the EMS Program approval, stating that once approved, the program will be launched on the curriculum side and operate concurrently as both a continuing education (con-ed) and curriculum program.

He gave a list of programs under review for this year:

- Agribusiness
- Business Administration
- Information Technology
- Medical Office Administration
- CNA
- Nursing
- Practical Nursing

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**Capital Projects:** Ibreta announced that a meeting with CHA Solutions is scheduled for next week to begin the design of the Athletic Field project

Below is a list of the major projects across campus, with \$34,941,276 devoted to these capital projects.

- o Transportation Technology Building – Design Development (DD) documents submitted to NC State Construction December 19th for review. The design team (MPS) is continually working as we await approval to proceed to next phase (Construction Documents Phase). We anticipate approval from SCO in early February. The Design Team (MPS) presented update to BOT on January 9th - Project remains within Budget.
- o Building M & T Renovations – Renovation to Building M (Bathrooms and Hallway) is complete. Contractor ordered new lockers for Trade Programs area, but they have not delivered. The contractor will install lockers once delivery is received.
- o Building Access Controls – Received 95% design submittal drawings from Engineer (QCE) January 8th. We will meet to review, then packet will be submitted to State Construction for approval to proceed with bid documents.
- o Nesmith Building - Student Center Renovation - Submitted request to State Construction Office to approve Design/Build Delivery Method. Pending approval
- o Roof Repair - Coastal Commercial Roofing has begun work on Bldg. T and Cartrette. The work is contingent on weather conditions, and currently is too cold to spray the coating. Preferred temperature is 40 degrees or higher
- o Athletics Field Upgrade - Design Firm (CHA Solutions) was submitted to State Construction in December. Awaiting fee proposal from firm to negotiate design fee pricing
- o Health Science Building-R Renovation and Addition - Request for Qualifications (RFQ) post to NC eVP site soliciting engineer firms to design renovation projects. The closing date for solicitation is February 6, 2025.
- o Gazebo & Raise the Bell Project - Construction team demoed the existing brick the week of January 13th. Landscape drawings have been received and contractor is waiting for material to arrive.

**College Reports**

**Presidential Activities Report:** Dr. English expressed his gratitude to the trustees for their outreach and support of his family over the past few months. A copy of Dr. English's Presidential Activities Report was posted on BoardDocs, listing activities from December through January. He highlighted a few events, such as his presentation at a Brunswick Electric meeting, where he provided updates on the lineman program launch. He attended the President's Winter Conference in Pinehurst last week. A contract with Dean Shatley has been signed, and they have officially begun developing our policy manual.

**Executive VP Report:** Dr. Cox reported several accomplishments from the Student Services side. Extensive program reviews have been completed.

On January 3rd, a System Office representative visited campus to provide training on AI, including how it can enhance efficiency and be used in the classroom.

The staff and faculty representatives of the year have been selected and have advanced to the semifinalist round.

The college has been awarded the National Science Foundation grant, which will allow us to work on alternative energy with our automotive program.

UNC Pharmacy Schools are actively recruiting and conducting summer camps, and they invited SCC to participate in their grant-writing process. The grant was successfully awarded, and SCC is now one of only two colleges working with them.

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Additionally, the Bridge Program was highlighted as a prior success, and SCC is now fully engaged with the NC Reconnect initiative.

**Administrative Services Report:** Ibreta reported that the business office is currently undergoing a state financial audit, which occurs every two years. A final financial audit report will be sent in the next few weeks. The business office is processing W2s, 1099s, and 1098s, which will be sent out by the end of the month.

Our facilities department has been working diligently with HVAC repairs and installing a new unit in A-building.

The existing bell area has been demolished, and matching brick pavers are being ordered. The bell is expected to hang in the pavilion within 2 to 3 months.

**SCC Foundation Report:** Terrie Priest announced that former SCC employee Dr. Michael Ayers and his wife, Melissa, have established the Dr. Michael and Melissa Ayers Excellence in Teaching Award. This annually funded award will recognize an outstanding faculty member.

She also reported that 160 passports have been processed since July 1st.

Additionally, trustees received details about the upcoming Mardi Gras Masquerade President's Ball on March 29th. Those interested in sponsorship opportunities or purchasing tickets are encouraged to contact the Foundation Office.

**Instructors Council:** Chairman Kaitlin Nobles shared that her group is working with Terrie Priest and Marketing to revive the Faculty Senate Scholarship, which has not been awarded for some time. The scholarship is now open on the SCC website. The initial scholarship will be \$500, and hopefully, it will increase. The February Council Meeting will include discussions on nominees, and the scholarship will be awarded at the Student Awards Ceremony in April.

Also, we are having the Frosty Freeze event again on February 7<sup>th</sup> at 2:00pm.

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

- **Native American Heritage Celebration**
- **Deck the Doors contest**
- **Welcome Week for Spring**
- **MLK Day Celebration Event** -this was rescheduled for January 30<sup>th</sup> due to the snow. Mr. Lavar Sylvester, Chief Engineer with the Department of Transportation, was the guest speaker.

He also gave an update on the Club Fair scheduled for January 29<sup>th</sup>. The two new clubs, Carpenters Club and Chess Club, will be featured at the event. SCC Ambassadors and SGA will attend the fair. The event will include elections for next year's officers, and a survey table will be set up where students can propose new clubs to be added to the system.

Henry Edmund thanked Riley for attending and reporting to the trustees.

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**Chairman's Comments:**

The NCACCT Legislative Summit Seminar will occur in Raleigh on March 19-21. This event provides an opportunity to work with legislators and participate in Community College Day with the General Assembly. Following this, there will be a comprehensive meeting with legislators to discuss the needs and programming of community colleges.

According to our bylaws, travel opportunities are designated for the chair and vice chair. If they decide to relinquish their spot, they can contact you.

Dr. English reemphasized the February 6th joint Finance and Facilities committee meeting at 3:00, during which we must get a game plan together for our presentation.

The county budget presentation is on March 4<sup>th</sup> at 5:00pm. Jennie needs a headcount to turn in to Natalie Carroll in preparation for dinner.


Mr. Edmund reminded the trustees of their Ethics Training due dates. Jennie mentioned that a chart listing each trustee's next training date can be found on BoardDocs, with training required every two years. She then called out each trustee's name along with the due date for their next training.


**Old Business:** NONE

**New Business:** NONE

**Reminders:** Henry and Dr. English pointed out the event reminders on the agenda.

**There was no further business to discuss; Henry said he'd like a motion to adjourn. A motion to adjourn the meeting was made by Dr. McPherson and seconded by Dr. Dan Strickland. The motion passed unanimously.**

  
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Joe Hooks, Chairman  
SCC Board of Trustees

  
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Dr. Chris English, President  
Southeastern Community College