

THE BOARD OF TRUSTEES OF SANDHILLS COMMUNITY COLLEGE REGULAR MEETING MINUTES

**Sledge Board Room and via Zoom
October 3, 2022, 5:00 p.m.**

PRESENT: Trustees George Little, Chairman; Larry Caddell, Vice Chairman; Joe Clendenin, Secretary; Connie Lovell; Gary Evans; Irish Pickett; Vincent Gordon; Gene Horne; Tim Carpenter; Mishell Marshall, SGA Vice President

STAFF: Ron Layne, Heather Lyons, Dr. Rebecca Roush, Kellie Shoemake, Dr. Julie Voigt, Libba Thomas, Dr. D.J. Farmer, Germaine Elkins, Dr. Twana McKnight, Dr. Fallon Brewington, Steven Garner, Chief Dwight Threet, Camille Josey

REMOTE: Helen Probst Mills, Matt Dial, Danaka Bunch, Chreatha Alston, Doug Smith

Mr. Little called the meeting to order at 5:00 p.m. He read the statute regarding conflicts of interest to the Trustees and asked the Board if there were any potential conflicts with the agenda items to be discussed. Hearing none, Mr. Little proceeded to the next item of business.

Mr. Caddell offered a moment of reflection.

Ms. Lyons administered the Oath of Office to Eugene Horne for reappointment to the Board (reflecting reappointment by Governor Cooper on July 1, 2022). Mr. Horne affirmed his acceptance.

Mr. Horne made a motion to approve the agenda. Mr. Evans seconded the motion, and the motion passed unanimously.

Mr. Evans made a motion to approve the minutes of the August 22, 2022, Board of Trustees meeting. Mr. Carpenter seconded the motion, and the motion passed unanimously.

Ms. Marshall presented the Student Government Association (SGA) report. SGA will hold the annual Fall Fest on October 19, 2022. The SGA has 22 clubs and organizations and has recently added the Chess and Lacrosse clubs.

Reporting for the Student Affairs Committee, Ms. Pickett called on Ms. Shoemake to present a preview of the new SCC website. Ms. Shoemake explained that through a campus outreach effort the website committee received suggestions as to what the new website should offer. The

committee worked with Modern Campus, the leader in higher education website models, to create the new website as shown by Camille Josey, the new SCC Web Content Strategist. The committee will move forward with the design team to target various audiences and to attract and engage prospective students. Ms. Josey reviewed the website, answering questions regarding many of the new features. A group of 20 individuals will test the website before the actual launch which is scheduled for the end of November 2022.

Mr. Caddell reported for the Buildings and Grounds Committee, calling on Dr. McKnight to review the status of the Hoke County land purchase as it relates to taxes. Dr. McKnight said that the 4.13 acres purchased in May 2021, required that city and county taxes be paid. All other properties owned are exempt from taxes. Dr. McKnight has reached out to John May and is now waiting on information regarding the proper approach to changing tax status on the acquired property that is currently not considered tax exempt.

Mr. Layne presented an update on Foundation Hall, noting that supply chain issues have had a negative effect on the progress of the project. Mr. Garner reported that 90% of doors have been delivered, but hardware and glass for some of the doors is still forthcoming. Installation will begin this week with supplies that are on hand. Area A of Foundation Hall is approximately 95% complete; Area B is 77% complete, and Area C is 16%– 20% complete. Irrigation has been installed, sod has been laid, and shrubs and trees have been planted. The project looks amazing and Foundation Hall and Area A will be ready for the November dedication.

Mr. Evans asked Officer Threet if the absence of doors on the classrooms created a safety threat. Officer Threet has asked his officers to patrol the areas without classroom doors more often and has advised those who are in the building to take extra safety precautions as many doors have yet to be installed or finished with full glass. Cameras are functioning in the building.

Mr. Caddell called on Ms. Elkins to report on the situation wherein individuals from the nearby apartments and existing trails have been and will be cutting through the Ball Visitor Center property as the ACE Hardware connector to the Greenway Trail becomes an element. For a safer, more controlled environment, the faculty and Gardens director agree there should be a directional sign for those who enter the SCC property noting a pedestrian only restriction in the Gardens. A bike rack will also be provided to ensure better compliance. Mr. Caddell made a motion to install a directional exit sign and bike rack in the Ball Visitor Center to accommodate the Greenway-to-Gardens access point. Mr. Horne seconded the motion, and the motion passed unanimously.

Dr. Dempsey voiced concerns regarding the need for an additional classroom space for EMS, Fire & Rescue, and Police and Public Safety training at the Caddell Training Center. There may be remaining COVID funding available. In addition, Dr. Dempsey asked the Board for permission to write a letter to Wayne Vest asking for \$300,000 which the college will match with \$500,000 of our own COVID dollars (State Construction Infrastructure Funds / SCIF Funds). For part of that \$500,000, we will reach out to the SCC Foundation to borrow funding to

be able to reach the desired amount of \$1,000,000. Mr. Caddell made a motion to approve Dr. Dempsey's request to prepare a letter to Wayne Vest to be sent at the appropriate time asking for \$300,000 in COVID funds to use toward the construction of a new classroom at the Caddell Training Center. The motion was seconded by Ms. Lovell, and the motion passed unanimously.

Mr. Horne presented the Finance Committee Report. Mr. Horne reviewed the 2-1 College FY 2022-2023 Budget. Mr. Horne made a motion to approve the College State 2-1 Budget FY 2022-2023 as presented. Mr. Carpenter seconded the motion, and the motion passed unanimously.

Mr. Horne reviewed the SGA Budget FY 2022-2023 and called on Ms. Shoemake for comments. Ms. Shoemake stated that the total budget has varied little from last year. In an effort to provide support to student clubs, funding was directed to the financial needs of the clubs as well as to student ambassadors. Ms. Shoemake provided information regarding the Student Emergency Fund, which is managed by Emily Waldrop, Student Advocate. Mr. Horne made a motion to approve the SGA Budget FY 2022-2023 as presented. Mr. Evans seconded the motion, and the motion passed unanimously.

Mr. Horne reviewed the Athletic Budget FY 2022-2023 and called upon Mr. Layne for updates. Mr. Layne said that the budget is very similar to last year's budget. The cross-country team was cut back due to lack of recruiting participants. The funding that resulted in the cutback was distributed throughout the five remaining sports, which gave them a healthier budget, and the budget increased slightly over 2021-2022 to address greater expenses in officials and equipment. Mr. Horne made a motion to approve the Athletic Budget FY 2022-2023. Mr. Evans seconded the motion, and the motion passed unanimously.

Ms. Thomas reviewed the status of the Financial Report and the State and County Bond Funds through August 31, 2022, with no Board action required.

Ms. Thomas reported that Financial Statements have been prepared and have been submitted to the North Carolina Office of the State Controller. Once an audit has been conducted, a copy of the official report will be made available. No Board action required.

Mr. Evans reported for the Personnel Committee. Mr. Evans reviewed Personnel Information with no Board action required.

Officer Threet presented the Annual Security Report. As requested at the August 2022 Board meeting, Officer Threet was asked to explore the cost of the purchase of additional weapons and gun safes to be placed on campus. Rifles, equipment, and safes have now been estimated at a cost of \$5,253.56. Safes will be placed in Stone Hall or Blue Hall, with an additional safe located in Van Dusen Hall. One safe will be placed on the Hoke Campus, which has no weaponry at this time. There is currently a gun safe located in Wellard Hall. Mr. Evans made a motion to allow Officer Threet to purchase three rifles and gun safes. Mr. Caddell seconded the motion, and the motion passed unanimously.

Mr. Clendenin asked the question if the *Run, Hide, Fight* video has been viewed by students, faculty, and staff. Dr. Farmer replied that incoming students and new employees are required to watch the video and that the video is available on the SCC website for those who have not seen it. Officer Threet added that during a discussion with the Emergency Preparedness Committee, the *Run, Hide, Fight* and other informational videos should be made mandatory moving forward.

Mr. Layne reviewed information regarding the Policies and Procedures manual. Policy 1.3 related to Board of Trustees compliance with the PRINCIPLES OF ACCREDITATION in preparation for the 10-year review was one update related to those principles. Mr. Evans made a motion to approve the Policies and Procedures change as proposed. Mr. Horne seconded the motion, and the motion passed unanimously.

Mr. Evans reported that the SCC term life insurance provider policy for purchase by faculty and staff members has been changed from Sun Life to Mutual of Omaha. No Board action required.

Mr. Evans reported that SCC Open Enrollment for NCFlex and health insurance benefits will take place on October 10-28, 2022.

Ms. Thomas distributed the Annual Salary Report for full-time faculty and staff for review.

Dr. Roush reported for the Educational Programs Committee. Results of the recent compliance review covering the 2021 academic year were shared with the Board. Workforce Continuing Education had a 100% clean audit. Curriculum had two items noted in a coaching letter, which were shared with the Board.

The North Carolina Community College System has developed the Elementary Education Residency Licensure Certificate. If an individual is teaching in public school with a bachelor's degree in a curriculum area like biology but has not achieved his or her teaching licensure according to the State of North Carolina, this is a set of courses the teacher must complete to continue teaching in that school. This was previously referred to as "lateral entry." Dr. Roush asked for permission to begin the planning process to offer the Elementary Education Residency Licensure Certificate. Mr. Caddell made a motion to approve the planning process to develop the Elementary Education Residency Licensure Certificate Program. Ms. Lovell seconded the motion, and the motion passed unanimously.

Mr. Clendenin reported that the Planning Committee has met and discussed the College Strategic Plan (CSP) for four years from 2020 to 2024. Mr. Clendenin stressed the importance of the CSP, as it is a compass to gauge where the College has been yesterday and will be tomorrow. Ms. Farmer thanked Mr. Clendenin and others for their help and support to develop the CSP. Mr. Clendenin made a motion to approve the 2022-2023 College Strategic Plan. Mr. Horne seconded the motion, and the motion passed unanimously.

Dr. Brewington reported on the Accountability & Integrity Plan, 2023-2025 (Continuing Education). Dr. Brewington reviewed the plan, then thanked Kimberly Blue for her dedication and diligent efforts towards the development of the plan. Dr. Brewington then reviewed the details of the Class Visitation Procedures (Continuing Education). Mr. Clendenin made a motion to approve the Accountability & Integrity Plan for the next three-year cycle, 2023-2025. Mr. Caddell seconded the motion, and the motion passed unanimously. Mr. Clendenin made a motion to approve the Class Visitation Plan for the next three-year cycle, 2023-2025. Mr. Caddell seconded the motion, and the motion passed unanimously.

Ms. Elkins presented the Foundation Report. She reviewed information from the recent financial statement. Based on the statement, there will be another clean audit this year. During the upcoming Finance Committee meeting, Ms. Elkins will present requests for consideration for the appropriation of funds for the new building at the Caddell Center, and another for the appropriations for a presidential search consultant. The requests will go through the Finance Committee and the full board for approval at the October 24, 2022 Board meeting. The Foundation office is working on upcoming events. November 1, 2022 will be the inaugural Jacobson Fellows Lecture Program followed by a reception. The invitations and the program for Foundation Hall with the RSVP date set at five weeks before the event was discussed. The scholarship dinner will be held on November 17, 2022. BPAC sold out at the first of five family series events. All photos in the Ball Visitor Center have been removed and will be refurbished and upgraded for a more refreshed look as visitors enter the building.

Dr. Dempsey shared that he will have knee replacement surgery on November 4 but will attend the Foundation celebration.

The Board went into closed session at 6:54 p.m.

The Board reconvened into open session at 7:49 p.m. and reported on the closed session.

Mr. Little asked Mr. Layne to discuss paying tribute to Dr. Dempsey on the new Bogey baseball field. Mr. Layne spoke to the North State Baseball League about hanging a sign with “Dempsey’s Diamond” under the scoreboard. Mr. Evans made a motion to put “Dempsey’s Diamond” under the Bogey’s scoreboard. Ms. Lovell seconded the motion, and the motion passed unanimously.

Mr. Caddell discussed confidentiality agreements for people involved in the presidential search, including trustees, Mr. Layne, Ms. Lyons, and any staff and faculty who participate on the search committee. Mr. Caddell said the ACCT used this simple, one-page document for previous presidential searches. Mr. Horne made a motion to approve those people involved in the presidential search to sign a confidentiality agreement. Mr. Evans seconded the motion, and the motion passed unanimously.

Mr. Little and Mr. Caddell met with Dr. Dempsey regarding his retirement. They told Dr. Dempsey that his retirement will happen on December 31, 2022, and that an interim president will start on January 1, 2023. Mr. Caddell handed out the housing agreement to trustees, which was created by attorney Stephen Later, that will protect the college and Dr. Dempsey. The Dempsey's will rent the house for \$1 per month and if they need to count the house as taxable income, it won't be the college's responsibility. Mr. Evans made a motion to approve the rental agreement. Mr. Horne seconded the motion, and the motion passed unanimously.

Mr. Caddell, the chair of the Search Committee, discussed the faculty and staff members who will be non-voting members on the committee and who need to sign a confidentiality agreement: Danaka Bunch, Staff Council Chair, and Professor Matt Dial, Faculty Assembly President (both were elected by their peers). Mr. Caddell asked if he could add Professor Ed Spitler, a faculty member, to also serve on the search committee. Mr. Horne made a motion to approve adding Danaka Bunch, Professor Dial, and Professor Spitler to the Search Committee as non-voting members. Mr. Carpenter seconded the motion, and the motion passed unanimously.

With no further business, the meeting was adjourned at 7:51 p.m.

Respectfully submitted,

George Little, Chairman of the Board

Joseph Clendenin, Secretary of the Board