

**THE BOARD OF TRUSTEES OF SANDHILLS COMMUNITY COLLEGE  
REGULAR MEETING MINUTES**

**Clement Dining Room  
December 3, 2024, 4:00 p.m.**

**PRESENT:** Trustees Larry Caddell, Chairman; Tim Carpenter, Vice Chairman; Joseph Clendenin, Secretary; Gene Horne; Bruce Hurst; Gary Evans; Irish Pickett; Billy Carter; BethAnn Pratte; Stephen Woodward; Helen Probst Mills; Anthony Hunt; David McLean; Haden Barnett, SGA Vice President

**STAFF:** Dr. Sandy Stewart; Ron Layne; Teresa Sheets; Dr. Rebecca Roush; Dr. Julie Voigt; Dr. D.J. Farmer; Germaine Elkins; Steven Garner; Alex Patti; Tess Regan; Lindsey Farmer; Dr. Kirk Lynch; Chad Williams; Karen Walker; Tess Regan; Mary Bridschge; Ronald Turk, Kim McMillan, Kirsten Walter, Jennifer Pearce

**GUESTS:** John May, Robbins May & Rich; Matt Lamb, The Pilot Newspaper

Mr. Caddell called the meeting to order at 5:04 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. Caddell proceeded to the next item of business.

Mr. Hurst offered a moment of prayer.

Ms. Sheets administered the Oath of Office to incoming Trustee David McLean for appointment to the Sandhills Community College Board of Trustees.

Dr. Stewart asked for nominations for the position of Chairman of the Board of Sandhills Community College Trustees. Mr. Horne made a motion to elect Mr. Caddell as Chairman of the Board. Mr. Carpenter seconded the motion, and the motion passed unanimously.

Mr. Caddell asked for nominations for the position of Vice Chairman. Mr. Evans made a motion to elect Tim Carpenter as Vice Chairman. Ms. Probst Mills seconded the motion, and the motion passed unanimously.

Mr. Horne made a motion to nominate Mr. Clendenin as Secretary to the Board. Mr. Evans seconded the motion, and the motion passed unanimously.

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

Regarding the October 1, 2024 Board of Trustees minutes, it was noted that Ms. Probst Mills asked that clarity be added to particular information from the minutes. These items are to be

updated. Mr. Horne made a motion to approve the minutes of the October 1, 2024, Board of Trustees meeting pending clarification of items. Mr. Evans seconded the motion, and the motion passed unanimously.

Mr. Caddell asked for approval or modification of the October 29, 2024, Special Called Meeting minutes. Mr. Horne made a motion to approve the October 29, 2024 meeting minutes. Mr. Evans seconded the motion, and the motion passed unanimously.

The Director of Basic Law Enforcement Training (BLET), Ronald Turk, presented information regarding the BLET Program. The program is mandated by the State of North Carolina and is run by the Department of Justice. Students who participate in the BLET program must be sponsored by a law enforcement agency. Class sizes range from 15 to 17 students. All final examinations are graded on a pass/fail basis. The only expense for the class is textbooks and uniforms, in which the Foundation helps with costs. The goal of the class is to deliver exceptional students and to enable them to enter into a law enforcement position.

Mr. Barnett presented the Student Government Association (SGA) Report. As finals approach, the SGA will provide snacks to students as they study. The SGA will participate in the Southern Pines Christmas Parade on Saturday, December 7, 2024. The Ambassador Program is open to anyone who wishes to apply. A new Student Life assistant will be hired in the New Year. The SGA is working towards planning events for the New Year.

Mr. Carpenter reported for the Buildings and Grounds Committee, which met on November 18, 2024. Hobbs Associates presented the results from the Hoke Center Master Facilities Study during the October 1, 2024, Board of Trustees meeting. As a result of the study, Mr. Carpenter asked for approval to move forward with the newly adopted Hoke Center Master Facilities Plan. Mr. Clendenin made a motion to approve the Hoke Center Master Facilities Plan. Mr. Carter seconded the motion, and the motion passed unanimously.

Mr. Garner presented information regarding the renovation of the former President's residence, citing improvements to outside drainage, asbestos issues, parking, painting, and a new Foundation office layout. Mr. Garner also addressed the 60-year-old hot water line that incorporates Blue, Stone, Causey, and Meyer Halls. State Capital and Infrastructure Funds (SCIF) will be used to correct breaks and water leaks that are in need of repair. Mr. Garner also received a proposal from LS3P Architects regarding the Moore Innovative High School. Mr. Caddell suggested that a rendering of the school be requested for the purpose of sharing with potential donors as the fundraising phase of the project begins.

Mr. Horne reported for the Finance Committee. Mr. Horne made a motion to approve the 2024-2025 State Budget 2-1, and to approve that Mr. Caddell has the authority to sign the signature page and return to the System Office. Mr. Cook seconded the motion, and the motion passed unanimously.

Mr. Horne reviewed the Financial Report and State and County Bond Funds through October 31, 2024, with no Board action required. Ms. Walker reviewed the State and Institutional budget figures as of October 31, 2024 with no Board action required.

Mr. Evans reported for the Personnel Committee. Mr. Evans made a motion to approve four new full-time faculty appointments to include Chris Herring, Ed Spitler, David Klass, and Tonelli Hackett. Mr. Horne seconded the motion, and the motion passed unanimously. Mr. Evans reviewed the Personnel Information with no Board action required.

Dr. Voigt presented information regarding policy and procedure items, requesting Board approval of the two items, 2024 HR Professional Development Leave and the 2024 Information Technology Comparison Chart.

Mr. Evans made a motion to approve the 2024 HR Professional Development Leave. Mr. Carpenter seconded the motion, and the motion passed. Mr. Woodward abstained from voting.

Mr. Evans made a motion to approve the 2024 Information Technology Comparison Chart. Mr. Horne seconded the motion, and the motion passed. Mr. Woodward abstained from voting.

Mr. Clendenin reported that the Planning Committee had no updates.

Ms. Pickett reported that the Educational Programs Committee had no updates.

Ms. Probst Mills called on Mr. Williams, Vice President of Student Services, to present information for the Student Affairs Committee Report. Mr. Williams reported on enrollment for fall and spring semesters, both of which show favorable numbers. Mr. Williams also gave updates on the Student Assistance Program, and commended the Director of the Student Counseling Center, Anita Mashburn, for the service she provides.

Mr. Caddell said that a suggestion was made to name an Ad Hoc Committee to review the current Board of Trustees bylaws. Ms. Farmer explained that a copy of the current Bylaws, along with proposed changes, will be given to Ad Hoc Committee members. Following the committee's review, Board members will receive a copy of the updated bylaws 30 days in advance of the February Board retreat. Mr. Carpenter will serve as Chairman of the Ad Hoc Committee, with members to include Mr. Caddell, Mr. Clendenin, Mr. Carter, and Ms. Probst Mills. Attorney John May will serve in an advisory capacity.

Ms. Elkins presented the SCC Foundation Report. Ms. Elkins asked for approval of the addition of Ollie Sweeney to serve as a member of the SCC Foundation Board. Mr. Evans made a motion to approve the addition of Ollie Sweeney to the SCC Foundation Board. Ms. Probst Mills seconded the motion, and the motion passed unanimously. Ms. Elkins reviewed fundraising information. An *Impact* brochure was sent out into the community, focusing on SCC students,

programs, and partnerships. The Foundation Office staff gifted poinsettias that were grown by the SCC Horticulture students to Foundation members.

Dr. Stewart distributed copies of the President's Report to Board members. Dr. Stewart introduced Jennifer Pearce, SCC's new Marketing Director. Recognized but not present was Melanie Avelino, SCC's new HR Director. Dr. Stewart conveyed appreciation to Steven Garner and his team for their dedication to keeping the campus fully functional, as was evident in the recent water line break. Enrollment growth has risen by 6.25% in Full-Time Equivalent (FTE). Dr. Chris Herring has been named Dean of Transfer & Comprehensive Education Programs. Ed Spittler will move forward as Dean of Workforce and Applied Programs. Dr. Stewart gave a legislative update and shared information from the General Assembly regarding funding for the College. The February Board Retreat will be held on the SCC campus. Sandhills Community College will be hosting the North Carolina Community College President's (NCACCP) Winter Conference in January 2025.

Mr. Clendenin made a motion to go into closed session. Mr. Evans seconded the motion, and the motion passed unanimously.

The Board went into closed session at 5:37 p.m.

Minutes  
October 29, 2024  
5:35 p.m.

Sandhills Community College Board of Trustees  
Closed Meeting

A regularly scheduled meeting of the Board of Trustee (the "Board") of Sandhills Community College ("SCC") was convened at 4:00 pm on December 3, 2024, in the Clement Dining Room of the Dempsey Student Center on the SCC campus at which a quorum was present and acting throughout. Once the meeting was convened, at 5:35 pm the Board voted to go into closed session to discuss SCC personnel matters.

In the closed session Dean Shatley an attorney retained by the Board to assist the Board with personal matters reviewed the current status of a pending personal matter via an electronic connection.

There were no other matters discussed at the closed session.

Thereafter, the Board took no action other than to vote to adjourn the meeting at 6:45 pm EDT.

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John M. May, Attorney for SCC  
December 3, 2024

Respectfully submitted,

Larry Caddell, Chairman of the Board

Joseph Clendenin, Secretary of the Board