

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

MINUTES

**Russell Dining Room
Sandhills Community College
February 6, 2012**

PRESENT: Trustees George W. Little, Chairman; Robert S. Hayter, Vice Chairman; Joseph A. Clendenin; James O. Cunningham; James Garner; Catherine P. Graham; Eugene B. Horne, Jr.; Linda McCaskill; Mary G. Upchurch and Raymond Washington, Sr.

STAFF: Dr. John R. Dempsey; Jenifer Blakely; Jean Blue; Wendy Dodson; Germaine Elkins; Richard Gough; Brenda Jackson; Karen Manning; Rick Smith; Dr. John Turner.

Following the Buildings and Grounds and Finance Committee Meetings held prior to the regular Board meeting, the Board of Trustees convened their regular meeting at 1:38 p.m.

Chairman Little called the meeting to order and read the statute to the trustees regarding conflicts of interest. Hearing none, Mr. Little then proceeded to the next item of business.

A motion was made by Mr. Raymond Washington, seconded by Mrs. Linda McCaskill, to approve the agenda. The motion passed.

Mr. Horne made a motion to approve the minutes from the December 12, 2011 Board of Trustees meeting. Mrs. Upchurch then seconded the motion to approve the minutes. The motion passed.

As Ms. Denton was not present, **The Student Government Report** was not given.

Mr. Hayter reported for the **Building and Grounds Committee**. Dr. Gough presented the **Kennedy Hall Simulation Lab Project** and explained that the bid opening was held on January 12, 2012, and the apparent low bidder for this project was Cole Construction Company, Inc. of Sanford, NC. A motion was made by Mr. Hayter from the Buildings and Grounds committee to approve of Cole Construction Company Inc. as the general contractor for this project in the amount of \$136,420. Mr. Horne seconded the motion and it passed.

Dr. Gough then presented the **Kennedy Hall 136 Project**. He indicated that the College has worked with Carolina Eye Associates to establish a new program called the Ophthalmic Medical Assistant. The curriculum will provide students with the knowledge and skills to work with Ophthalmologists and their patients. The renovation of Kennedy 136 will provide a laboratory environment to simulate the workstations at the local eye clinics. Carolina Eye Associates is donating equipment for this project, and we will be responsible for the walls, HVAC, electrical and plumbing needs. Mr. Hayter indicated that this program serves 18,000 students. Mr. Gough indicated that one recommendation depends on the other and asked the board to vote on the items as one. Mr. Hayter made a motion from the Buildings and Ground Committee to approve both establishing a project using Miscellaneous Repair and Renovations funds in the amount of \$75,000 and to approve advertising for engineering services. Mr. Horne seconded the motion and it carried.

Dr. Gough then presented the **General Classroom Building Project**. He detailed the need for furniture and need for approval to transfer \$280,000 from the 2007 Moore County Bond funds to cover this cost. Dr. Dempsey explained that this transfer will still leave the college with \$500,000 in the Renovation and Repairs Funds and should hold the college over until future funding. Mr. Hayter made a motion from the Buildings and Grounds Committee to approve transferring the \$280,000 from the 2007 Moore County Bond funds to cover this cost. Mr. Horne seconded the motion and it passed.

Dr. Gough then presented the **Causey Hall Roof** project. He asked the board for approval only to establish the project by using state funds that will need to be moved into a state capital account. Mr. Hayter indicated that the Board does not need to approve the transfer of the money, just the set up of the project. Mr. Hayter made a motion from the committee to approve the set up of the Causey Hall Roof project. Mr. Horne seconded the motion. Mr. Clendenin noted the Board consensus of the Mansard roof style. Dr. Gough indicated that the college will need to find the funds, but would investigate that option.

Dr. Gough then updated the Board on other projects. He informed the Board that the Blue Hall renovation is under way and is anticipated to be finished in one hundred and sixty five days. The physical plant facility is scheduled to be completed in June. Dr. Gough then discussed the Tyler's Ridge Project. He indicated that the right of way for the project was approved at the last meeting. He went on to explain the project and then indicated that the documentation was approved by all parties and ready for Dr. Dempsey's signature. The Southern Pines Fire Department project has been tabled until further notice. He then explained to the Board that the Tyler's ridge greenway connection is currently being studied and waiting for a proposed pathway. He also informed the board that the college is still investigating ways to offer a motorcycle safety training course. He explained that it is costly. Dr. Gough informed the Board that the Logan Hall dedication will be held on May 21st and that the college will be contracting out the housekeeping services for the new buildings on a trial basis to study whether it is successful and provides cost saving measures.

Mr. Gene Horne reported for the **Finance Committee**. He presented the request for Approval of Summer Self-Support Tuition Rate. Dr. Gough explained that the current summer self-support tuition rate is \$66.50 per credit hour for curriculum classes. In order to match the proposed state increase for FY 2012-13, the college requests an increase in the summer self-support tuition rate to \$69.00 per credit hour. Mr. Horne made a motion from the Finance Committee to approve charging \$69.00 per credit hour for curriculum classes during summer 2012. Mr. Cunningham seconded the motion and it passed.

Mr. Horne then indicated that the enclosed financial reports were for information only. He asked if anyone had any questions. Hearing none, he deferred to Mr. Little.

Mr. Brown was not present therefore the **Educational Programs Committee** had no report.

Mr. Little introduced Mrs. Upchurch to present for the **Personnel Committee**. Mrs. Upchurch indicated that there were two new faculty appointments to approve. The faculty candidates are Martha Schultz of the Nursing department and Kenneth Fields of the Emergency Medical Services department. Mrs. Upchurch made a motion from the committee to approve the faculty appointments. Mr. Cunningham seconded the motion and it passed. Mrs. Upchurch indicated that the personnel information report did not require any action.

Mrs. Upchurch then presented the Email Archiving Policy. Discussion ensued on whether the policy meets with state compliance. A motion was made by the Personnel Committee to approve the policy. Mr. Horne seconded the motion. Further discussion ensued. Mr. Hayter indicated that this policy could be complicated and that the Board should consider tabling it for future action for more research. Mr. Washington was in favor of tabling the motion until more concrete information is available regarding the college having a 'no archive' policy. A motion was made from the Personnel Committee to table the motion until further research is done. Mr. Hayter seconded the motion. The motion carried. Mr. Washington asked that the memo from the system office be included for reference in the minutes. Further discussion ensued about this policy and on virtual communication. Dr. Dempsey indicated that he will craft a policy with in the letter of the law and minimize the workload on the Information Technology staff.

There was discussion about parking, fees and the recommendation that fees be raised. Mr. Clendenin recommended a joint meeting between Student Affairs and the Buildings and Grounds Committee to discuss parking issues.

Mr. Little introduced Mrs. McCaskill to report for the **Student Affairs Committee**. Mrs. McCaskill indicated that the committee had not met.

Mr. Smith then reported for the **Foundation**. Mr. Smith indicated that the orientation for the four new members the Board approved in December: Jeff Yow, a Sandhills graduate; Helen Probst Mills, an attorney; Lynn Hilton, a Pinehurst resident; and John Giles will be on February 7th. The Foundation is taking the lead on the colleges' 50th birthday party that will be on the 4th of December in 2013. Mr. Smith indicated that the date is a Wednesday and that the committee will be separating the work into four segments. One will be a formal dinner hosted by the Foundation. The second will be a large celebration on campus on December 4th. The college will hold a trustee meeting of all the trustees that ever served. The third will be a block party in Southern Pines featuring the Sunrise Theater, the train station, and the Ice Cream Parlor, which was the college's original home. Then the college will produce something like a book, video, etc. Sherrill Matthews is helping with the planning of the events and Susie Leader is chairing the Foundation part of the celebration. Raymond Stone will also be included in the celebration. Mr. Clendenin volunteered his help with the Southern Pines part of the plans.

President Dempsey gave the **President's Report**. Dr. Dempsey informed the Board that he met with new superintendent of Moore County Schools and his is looking forward to working closely together. The college passed an auditorium fee schedule, with the ability to negotiate different rates with sponsorship. The college has also entered into a partnership with the Carolina Philharmonic to use some of the college spaces for practice and to use the auditorium for a reduced rate with the agreement that we are advertised as sponsors.

Dr. Dempsey informed the Board of the plays that have been presented in the Owens auditorium. Morgan Sills runs these productions and has approached the college about a partnership with his organization. They would produce four to five plays on campus in trade for internships for our students. This will be good for the college and our community

Finally, he reminded the trustees about the Carolina Philharmonic playing in Owens Auditorium at seven p.m. tonight.

Mr. Little updated the board with additional items. He indicated that he will attend the ACCT Legislative Summit next week will update the Board when he returns. In October, the ACCT annual conference will be held in Boston. He also informed the Board that he is a member of the committee that is working on the fiftieth anniversary celebration for the State Board.

Mr. Horne made a motion to adjourn the regular meeting. Mr. Cunningham seconded the motion. The meeting adjourned at 2:16 p.m.

The Trustee retreat convened at 3:00 p.m. The Trustees discussed our preparation for our upcoming SACS reaccreditation. Dr. Dempsey introduced Dr. John Turner, Dr. Kristie Sullivan and Associate Vice President Ronald Layne to present to the Board. The presentation lasted until 3:38, at which time Mr. Clendenin made a motion to go into closed session. Mr. Hayter seconded the motion and it passed. The Board entered the closed session at 2:35 to discuss the President's evaluation.

The Board returned from closed session at 2:55 to discuss Dr. Dempsey's evaluation with him.

Mr. Little shared the evaluation results with the president. The Trustees indicated that his leadership made it a pleasure to serve on the board. Mr. Little congratulated Dr. Dempsey and indicated that he would receive the written evaluation soon.

Mr. Little asked if there were any other items of business for discussion. Hearing none, he asked for a motion to adjourn the meeting. A motion was made by Mrs. Upchurch and seconded by Mrs. Graham. The motion carried.

With no further business, the meeting was adjourned at 4:01 p.m.

Respectfully submitted,

George W. Little, Chairman

Wendy B. Dodson, Assistant Secretary