

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

Sledge Boardroom
June 25, 2012

PRESENT: George W. Little, Chairman; Joseph A. Clendenin; James O. Cunningham; James H. Garner; Robert S. Hayter; Eugene B. Horn; Linda McCaskill; Pamela Thompson; Mary G. Upchurch; Raymond G. Washington.

STAFF: Dr. John R. Dempsey; Jean Blue; Wendy Dodson; Dr. Richard Gough; Brenda Jackson; Richard Smith; Dr. John Turner.

Following the **Buildings and Grounds** and joint **Finance and Personnel Committee** meetings held in the Sledge Boardroom, the Board of Trustees convened their regular meeting. Chairman Little called the meeting together at 6:56 p.m. He read the statute regarding conflicts of interest to the trustees and asked the Board if anyone had any conflicts with agenda items to be discussed. Hearing none, Mr. Little proceeded to the next item of business.

Mr. Little asked for the approval or modification of the agenda for the board meeting. Mr. Horne made a motion to approve the agenda and Mrs. McCaskill seconded it. The motion passed.

Mr. Little asked for the approval or modification of the minutes from the board meeting. Mrs. McCaskill indicated that Mr. Cunningham's name was missing from the trustees present at the April meeting and asked for those minutes to be modified to include his name. Mrs. Thompson made a motion to approve the minutes with the noted correction. Mr. Cunningham seconded it. The motion passed.

There was no report from the **Student Government Association**.

Mr. Hayter reported for the **Buildings and Grounds Committee** that met prior to the regular meeting.

Mr. Hayter presented the **General Classroom Building** project. Mr. Hayter made a motion to combine the three recommendations one, approval to transfer the remaining balance of \$29,730 of 2007 Moore County Bond funds from the Heutte Asbestos Removal project to the General Classroom Building project, two, approval to transfer \$16,592.17 of County Capital Outlay funds, and \$52,013.75 of 2007 Moore County Bond funds from the Emergency Services Training Complex (Phase II) to the General Classroom Building project, and three, approval to use 2012-2013 Moore County funds for the remaining balance of \$10,064.08 needed for furnishings for the General Classroom Building for Board approval. Mr. Clendenin seconded the motion. The motion passed unanimously. Mr. Hayter then made a motion for approval of the three recommendations. Mr. Horne seconded the motion and it passed.

Mr. Hayter then presented the **Physical Plant Facility** project. Dr. Gough explained that in order to comply with EPA regulations regarding flooring adhesive, the college now needs to seal the floor of the new facility through a process that will cost us \$15,600. Additionally, payments for materials testing and networking services in the amount of \$8,400 are required. He further

explained the flooring requirements to the board. Further discussion ensued. Mr. Hayter made a motion for the Buildings and Grounds Committee for approval to increase the scope of this project by \$24,000 using 2012-2013 Moore County funds. Ms. McCaskill seconded the motion and it passed.

Mr. Hayter then presented the **Blue Hall** project. Dr. Gough explained that there is an opportunity to enhance the renovation of this project by creating an additional office space, storage space, and improving overall esthetics of the building. In order to do this, some architectural and mechanical redesign is required. Mr. Hayter made a motion by the Buildings and Grounds Committee to approve the increase in the design fee for Wright Architecture, PA by \$3,000. The revised design fee will therefore total \$134,000. Mr. Washington seconded the motion and it passed.

Mr. Gough then reviewed the project updates for the Ophthalmic lab, the Kennedy Hall simulation lab and the advanced planning document for the Allied Health building. He asked if there were any questions. Hearing none, he deferred to Chairman Little.

Mr. Horne then presented for the **Finance Committee**. Mr. Horne deferred to Mrs. Brenda Jackson, Associate Vice President for Administrative Services to explain the budget revisions. She indicated that there was not anything unusual in the revisions. Mr. Horne made a motion from the Finance Committee to approve the budget revisions for March 1 through May 31, 2012. Mr. Cunningham seconded the motion and it passed.

Mr. Horne then presented the request for the **Approval of Student Fees for 2012-2013**. A discussion ensued about the list of fees. Dr. Dempsey explained the \$1,900 fee for the Humanities class. He indicated that this course travels to London and Paris. The college has found that it would be less complicated if students knew and paid upfront for this class. A discussion ensued about how the fee works. Dr. Dempsey also indicated that students can use financial aid for the class when this becomes a part of the class fee. Mr. Horne made a motion from the Finance Committee to approve the student fees for 2012-2013. Mrs. Upchurch seconded the motion and it passed.

Dr. Gough indicated that the college was closing the fiscal year in good shape. Dr. Dempsey informed the Board that the college anticipated one million less in the budget, but it appears that it will be \$800,000 less, which is not good but better than a million less. He explained that the college has accounted for those shortfalls, including voluntary retirements and non-replacement for positions. The president and trustees worked hard to get the senate to adopt this legislature's budget, which they did. There will be a 1.2% increase and the college will determine how to implement the increase this week.

Dr. Gough indicated that the financial audits last year were not very good and had several areas of deficiencies. The college has finished this year without any findings and is very happy. Some personnel changes had been made and the college is happy with the results.

Mr. then introduced Dr. Turner to report for the **Educational Programs Committee**. Dr. Turner presented the request for the approval to close the Esthetics Technology Program. He explained the recommendation to close the esthetics program. He indicated that the program had not had 10 graduates on a regular basis. It ranged anywhere from five to twelve. The college recommends that the board vote to close the program. Mr. Horne made a motion to the approve

closing the Esthetics Technology Program. Mr. Washington seconded the motion. Mr. Clendenin asked for clarification as to what it meant to close the program. Dr. Turner explained that the students enrolled will finish program and the college will not offer the program in future semesters. Mr. Clendenin asked how many left to complete. Dr. Turner indicated that there were less than ten. Further discussion ensued. The motion passed.

Dr. Turner then presented the **Performance Indicators Report**. He explained to the Board that the college met all seven of the system office indicators, which makes us a superior or excellent college. An important aspect is the development and progression of students. The college not only met that standard but exceeded it by five to six percent. He credited the faculty and staff. He further explained that in other years there were financial rewards, but not this year. Turner further explained the report to the Trustees. Mr. Washington felt it is significant and there should be some type recognition.

Mr. Washington presented for the **Personnel Committee**. Mr. Washington presented the request for **Approval of 2012-13 Faculty and Staff Educational Learning Opportunities**. Mr. Washington made a motion by the Personnel Committee to approve the 2012-13 Faculty and Staff Educational Learning Opportunities. Mrs. McCaskill seconded the motion and it passed.

Mr. Washington presented the Personnel Action Items. Ms. **Elizabeth Davis**, Polysomnography Instructor, was presented for approval. Mr. Washington made a motion by the Personnel Committee to approve the personnel actions. Mrs. Thompson seconded the motion and it passed.

Mr. Washington then presented the **Traffic Rules and Regulations Ordinance**. Mr. Washington made a motion by the Personnel Committee to approve the traffic rules and regulations ordinance. Mrs. Upchurch seconded the motion and it passed.

Mr. Washington then presented the **E-mail Archiving Policy**. Mr. Washington thanked the staff for their research and making the policy workable. Mr. Washington made a motion from the Personnel Committee to approve the e-mail archiving policy. Mr. Horne seconded the motion and it passed.

Mr. Washington referred the Trustees to the Personnel Information. He asked if there any questions. Hearing none, he deferred to Chairman Little

Mr. Clendenin then presented for the **Planning Committee**. Mr. Clendenin indicated that the committee did not meet and, therefore, had no report.

Mrs. McCaskill then presented for the **Student Affairs Committee**. Mrs. McCaskill indicated that she had no report and that Dr. Dempsey would provide the financial aid report during the President's Report.

Mr. Smith reported for the **Foundation**. He explained to the Trustees that the foundation has a number of new board members and they are excited about it. The foundation is gearing up for the golf tournament and they are working on the dedication of the McKean Campus Services Center on September 18th.

Dr. Dempsey then gave the **President's** Report. Dr. Dempsey informed the Board that he had a preliminary conversation with the CEO of FirstHealth, David Kilarski. They spoke about an early college for medical technology to be located across the street from the college. It is a long way off and just conversation at this point. He also informed the Board about initial conversations of building a field-house, however it is very preliminary and just wanted the Trustees to be aware. He then welcomed Linda McCaskill for her re-appointment to the Board of Trustees.

Dr. Dempsey then updated the Board about the changes in PELL financial support. There is a potential for negative impact in that the new policy has reduced the number of semesters that a student can qualify for PELL from eighteen to twelve semesters. This means that a student only has six years to complete a two year education, as opposed to the original nine years. About one hundred students at Sandhills Community College would be impacted and Sandhills could lose those students. This could cause a decline in enrollment. The college is looking at this for the fall semester. Another issue is the increase in financial aid verifications that could also impact eligibility for financial aid.

Dr. Dempsey then informed the Board that Jack Nicklaus coming to the college on September 19th. He asked the board to let him know if they wish to attend so that the college would be able to hold back tickets necessary for the trustees. He informed the Board of his trip to Newry, Scotland and that Denise Baker, Fine Art Professor, made all the arrangements for the sister city visit, which went well.

Finally, Dr. Dempsey recognized Dr. James Cunningham for receiving his doctorate in divinity.

Mr. Little adjourned the meeting at 7:30 p.m.

Respectfully submitted,

George W. Little, Chairman

Wendy B. Dodson, Assistant Secretary