

THE BOARD OF TRUSTEES OF SANDHILLS COMMUNITY COLLEGE
REGULAR MEETING
MINUTES
Sledge Boardroom
December 3, 2012

PRESENT: Trustees; George W. Little, Chairman; Mickey R. Brown; Joseph A. Clendenin; James O. Cunningham; Catherine P. Graham; Robert A. Hayter, Vice Chairman; James Garner; Eugene B. Horne, Jr.; Linda McCaskill; Pamela Thompson; Mary G. Upchurch and Raymond Washington, Sr.; Jordan Willet, Student Trustee.

STAFF: Dr. John R. Dempsey; Jean Blue; Seth Buchanan; Wendy Dodson; Dr. Richard Gough; Brenda Jackson; Kirk Lynch; 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 5:51 p.m.

Mr. James Cunningham provided the invocation. Chairman Little then called the meeting to order and read the statute to the trustees regarding conflicts of interest.

Mr. Little indicated that the naming of the Westmoore Center needed to be added to the buildings and grounds agenda. A motion was made by Mr. Washington to approve the modified agenda. Mr. Horne seconded the motion. The motion passed.

Mr. Little asked if there were any modifications to the minutes. Mrs. McCaskill indicated that the minutes show she was in attendance, but she was not. She also indicated that the name First Health needed to be capitalized. Mr. Clendenin made a motion to approve the minutes as modified from the October 1, 2012 Board of Trustees meeting. Mrs. McCaskill then seconded the motion to approve the minutes. The motion passed.

Mr. Little temporarily stepped down as chairman for the election of officers. President Dempsey began the process of the **election of the officers** for the Board of Trustees. He opened the floor for nominations for the office of **Chairman**. Mr. Horne nominated Mr. George Little to continue his service as Chairman of the Board. Mr. Horne then put the nomination in the form of a motion with Mr. Hayter seconding the motion. Mr. Clendenin made a motion to close the nominations and Mr. Cunningham seconded the motion. The motion to close the nomination passed. With no other nominations from the trustees, Mr. Little was re-elected Chairman of the Sandhills Community College Board of Trustees with a unanimous vote.

President Dempsey then turned the meeting back over to Chairman Little. Mr. Little then opened the floor for nominations for **Vice Chairman**. Mr. Little made a motion to nominate Mr. Robert Hayter, which was seconded by Mr. Clendenin. Mr. Brown made a motion to close nominations, and Mrs. Thompson seconded and the motion passed. With no other nominations from the trustees, Mr. Hayter was re-elected as Vice Chairman of the Sandhills Community College Board of Trustees with a unanimous vote.

Chairman Little asked for nominations for **Secretary**. Mr. Hayter nominated Mr. Clendenin and it was seconded by Mr. Brown. With no other nominations, Mr. Cunningham made a motion to

close the nominations and Mrs. Thompson seconded the motion. The motion to elect Mr. Joseph Clendenin as Secretary to the Sandhills Community College Board of Trustees passed unanimously.

Chairman Little opened the floor for nominations for **Assistant Secretary** to the Board of Trustees. Mr. Clendenin nominated Mrs. Wendy Dodson and the nomination was seconded by Mr. Little. Mr. Clendenin asked for the vote to be passed by acclamation. Mrs. Wendy Dodson was elected as Assistant Secretary to the Board of Trustees without objection.

Chairman Little asked if there were any nominations for **legal counsel** to the Board of Trustees. Mr. Clendenin made a motion to elect current legal counsel, Robbins, May and Rich as legal counsel for the Sandhills Community College Board of Trustees. Mr. Washington, Sr. seconded the motion. The firm of Robbins, May and Rich were elected as legal counsel by acclamation.

Mr. Hayter gave the report for the **Buildings and Grounds committee**. Mr. Hayter introduced Dr. Gough to discuss the **Maintenance/Trades Renovation** project. He explained the scope of the project and indicated that the college would like to engage Mark Wright, of Wright Architecture, PA to do the open end design agreement. Mr. Hayter made a motion from the Buildings and Grounds Committee to approve a design fee in the amount of \$10,000 for Wright Architecture, PA. Mr. Horne seconded the motion. The motion passed.

Dr. Gough then detailed the **Dempsey Hall Gym Expansion** project for the trustees. Mr. Hayter made a motion by the Buildings and Grounds Committee to ratify the voice poll of the Sandhills Community College Board of Trustees made on November 8, 2012 to recommend establishing this project in the amount of \$500,000 using Bookstore funds, and to select Jeff Masar of New South Construction as the Construction Manager at Risk and have the State Construction Office begin contract negotiations. Mrs. Upchurch seconded the motion and it passed. Mr. Hayter then made a motion from the committee to approve a pre-construction contract for Jeff Masar not to exceed \$9,898 contingent upon State Construction Office approval. Mr. Horne seconded the motion and it passed. Dr. Dempsey wanted to be on record to recognize Mr. Horne for his contribution toward this project.

Dr. Gough then presented the **Hoke Center Connector Road** project. Mrs. Upchurch recused herself from the voting due to conflict of interest with property ownership. Dr. Gough explained to the board that the transfer of the two Upchurch tracks to the college is complete. The college would like to engage McGill Associates under our Open End Design Agreement for civil engineering work associated with design and construction of the Hoke Center Connector Road. Mr. Hayter made a motion by the Buildings and Grounds Committee to approve McGill Associates under our Open End Design Agreement in the amount of \$18,000 to complete the civil engineering work. Mr. Washington seconded the motion. The motion passed unanimously.

Mr. Gough then discussed the Blue Hall Renovation project. He explained that the contract completion date for this project was November 12, 2012. We have advised the contractor that they are now under a liquidated damages condition. At this point we anticipate completion in December 2012. He informed the Board that the **Stone Hall Renovation** project Design work

is near completion. The **Causey Hall Roof** will be out for bids in December minus the mansard addition.

Dr. Dempsey and Mr. Little made the recommendation to name the Westmoore campus for trustee Jimmy Garner for his past and current service on the board. A discussion ensued about whether it is the building or the entire campus. The Board concluded that it would be then entire campus. Mr. Hayter made a motion by the Buildings and Grounds Committee to name the Westmoore Center the James Garner Westmoore Center. Mr. Little seconded the motion and it passed unanimously.

Ms. Willett gave the **Student Government Association**. Ms. Willet shared with the Board that the SGA Fall Festival went well with good club participation. In addition, there was excellent club participation in the Southern Pines Christmas parade as well. She also indicated that the SGA would again be offering coffee and donuts for exam fuel during the upcoming final exams. She closed with the report that the SGA Budget is on track for the year.

Mr. Brown reported that the **Educational Programs Committee**. Mr. Brown introduced Dr. Turner to introduce a presentation by Professor Kirk Lynch. Professor Lynch detailed a new Banking and Finance program offered with financial support from the Situs Corporation. It has created new curriculum classes in real estate, banking and finance and will offer students in that program scholarships funded by Situs and provide thirty thousand dollars in faculty development to support those additional courses in real estate and banking.

Mr. Horne reported for the **Finance Committee**. He indicated that the State and Local Financial Reports through October 31, 2012 were included in the meeting portfolio for review and did not require and action. He also indicated that Status of County and State Bond Funds through October 31, 2012 were also included and did not require an action. He introduced Ms. Brenda Jackson, Associate Vice President for Business Services. She indicated that the college is on track with the budget and bonds for this budget year. Dr. Gough informed the Board that the request for our longevity payments was reduced by the retirement funds in the amount of twenty-eight thousand dollars. A discussion ensued as to whether this was instituted by the state or system office. Dr. Gough indicated that he would look in to that.

Mr. Washington then presented for the **Personnel Committee**. He indicated that the personnel information was for information only and asked if there were any questions. Hearing none, he deferred to Mr. Little.

Mr. Clendenin then reported for the **Planning Committee**. Mr. Clendenin introduced Dr. Turner to discuss the quality conference. Dr. Turner discussed the outcomes assessment discussed at the conference and the board role in the upcoming SACS visits. He informed the Board that a meeting would be set up in early October to prepare the Board for the visit

Mrs. McCaskill indicated that the **Student Affairs Committee** did not meet and had no report at this time. She informed the Board that the committee would meet before the February meeting

Mr. Smith then reported for the **Foundation**. **Mr. Smith presented the request for approval of Revisions to Sandhills Community College Foundation By-laws.** He indicated that while the bylaws had been amended in the past, this was the first major revision since they were written. Mr. Brown made a motion to approve the revisions to the Sandhills Community College Foundation By-laws. Mrs. Thompson seconded the motion and it passed.

Dr. Dempsey then gave the **President's Report**. Dr. Dempsey informed the Board of the passing of Ruth Trogden, past controller for Sandhills Community College. He also informed the Board of the new name for the college's composite score was voted on by the staff and faculty. The new name would be Sandhills Success Rate. Dr. Dempsey then showed a clip of the section of the UNC broadcast on community colleges that featured Sandhills Community College.

Mr. Little indicated that there was one more item of business that needed approval. He introduced Dr. Turner to explain the modifications to **Board of Trustee By-laws**. Dr. Turner explained that the additional language regarding the Selection and Evaluation of the President, Conflict of Interest, Financial Disclosure, and Code of Ethics was necessary for SACS compliance. Mr. Little indicated that the Board already follows this protocol. Mr. Hayter made a motion to approve the modification. Mr. Washington seconded the motion. The motion passed.

Mr. Cunningham made a motion to adjourn the meeting. Mr. Horne seconded the motion. The meeting adjourned at 6:58 p.m.

Respectfully Submitted,

George W. Little, Chairman

Wendy B. Dodson, Assistant Secretary