

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

Sledge Boardroom
June 21, 2010

PRESENT: Trustees George W. Little, Chairman; Mickey R. Brown; Joseph A. Clendenin; James O. Cunningham; James H. Garner; Catherine P. Graham; Eugene B. Horne, Jr.; Linda McCaskill; Ravon Sheppard; Ami Denton; Mary Upchurch; Raymond G. Washington, Sr.

STAFF: Dr. John R. Dempsey; Dr. Susanne Adams; Linda Chandler; Wendy Dodson; Richard Gough; Dr. John Turner.

OTHERS: Mr. Donny Hunter; Becky Hunter; Wanda Little.

Following the **Student Affairs Committee, Finance Committee, and Personnel Committee** meetings held in the Sledge Boardroom, the Board of Trustees convened their regular meeting. Chairman Little called the meeting to order at 6:57 p.m. He read the statute to the trustees regarding conflicts of interest. Hearing none, Mr. Little proceeded to the next item of business.

Dr. Dempsey indicated that a section “F” needed to be added to the Personnel Committee Report that required the Board to approve the new Dean of Continuing Education. A motion was made by Mr. Horne, seconded by Mr. Clendenin, to approve the modified agenda. The motion passed.

Mrs. McCaskill brought to the Board’s attention two corrections that needed to be made in the minutes. The first was that Blake Harris needed to be changed to Harris Blake and the second was that Mr. Dave Bruton needed to be changed to Dr. David Bruton. On a motion by Mr. Joseph Clendenin, seconded by Mr. Raymond Washington and unanimous consent from the Board, the minutes from the April 12, 2010, Board of Trustee Meeting were approved with the noted corrections.

Mr. Donny Hunter, NCACCT Executive Director, presented Mr. Little with a portrait recognizing Mr. Little’s twenty-five years of service as Chairman of the Board.

Mr. Ravon Sheppard introduced the new SGA president and incoming student trustee, Ami Denton, to the board. He gave a brief introduction of her and indicated his support for her in this position. He then thanked the Board for his year of service. Chairman Little expressed the Board’s appreciation for his service over the year and indicated that the Board felt he was an outstanding representative. Dr. Susanne Adams shared with the Board that Ms. Denton is married to Aaron Denton, the college’s athletic director, and is currently enrolled in the nursing program with a 4.0 grade point average. Ms. Denton then expressed her excitement to be a part of this experience. She indicated that she had been working with Lauren Beecher, Director of Student Life, has set goals, and begun recruitment for the Student Government Association. It is the SGA’s goal to have greater diversity among the members. She then detailed some of the plans for the organization and activities of the SGA in the upcoming year. Mr. Little welcomed Ms. Denton to the board.

Mr. Horne reported for the **Buildings and Grounds Committee**. Mr. Caddell was not able to attend, but attended the committee pre-meeting.

Mr. Horne presented the **Blue Hall Renovation Project**. He indicated that a voice poll of the Sandhills Community College Board of Trustees was made on June 3, 2010, for approval to increase the scope of this project by \$325,000 using 2007 Moore County Bond R&R funds. This increases the project balance to \$836,834, and leaves a remaining balance of \$539,220 in the 2007 Moore County Bond R&R funds. Additionally, approval to negotiate a change in the design contract for Wright Architecture, PA to reflect an increase of \$30,000 was included in this voice poll. Vice President Gough indicated that the proposed increase was for upgrades and renovations. Mr. Horne made a motion from the committee to ratify the voice poll of the Sandhills Community College Board of Trustees made on June 3, 2010. The motion was seconded by Mr. Brown and the motion passed and carried.

Mr. Horne then presented the **Hoke Early College Building Project**. Naming of the new building was discussed during the closed session at the April 12, 2010 Board of Trustees meeting. Mr. Horne made a motion from the committee to approve to naming the building SandHoke Hall. The motion was seconded by Mr. Washington. The motion carries.

Mr. Horne then presented the **Transportation Services Area Renovation Project**. Mr. Horne introduced Vice President Gough to explain project. Mr. Gough indicated that this project adds an out building for Siroteck Hall, expands the parking area, and provides fencing and other upgrades. The bids went out on June third and the college received five bids back. This contractor bid \$19,000 below the estimate. Mr. Horne made a motion from the committee to Approve Cole Construction Company as the contractor for this project in the amount of \$479,370. The motion was seconded by Mrs. Upchurch. The motion passed and carried.

Mr. Horne then presented the **Facilities Master Plan Project**. Mr. Horne introduced Mr. Gough explain the project. He indicated that the college is working with Wright Architecture, PA to select an engineering consultant for the development of a comprehensive Storm Water Management Plan which will be incorporated into the Facilities Master Plan. The committee is seeking approval to engage a consultant for the water plan through Wright Architecture, PA. Mr. Horne made a motion from the committee to approve to engaging an engineering consultant through existing open end design agreement with Wright Architecture, PA. The motion was seconded by Mrs. Graham and carried. A discussion about the plan ensued. In the pre-committee meeting, Mr. Hayter requested to see the proposal for analysis before the Board approved it.

Mr. Horne then brought up the **Westmoore Property**. Mr. Gough introduced Mr. Clendenin to discuss the progress with this project. Mr. Clendenin indicated that college representatives met with the Department of Transportation to discuss the transfer of the Westmoore property to the college. Part of the discussion included the transfer of the utilities and other various items related to the transfer. At this pre-meeting, the DOT offered to put out concrete barriers to close off the entrance to the property. Some discussion ensued as to the additional provisions that could be made to prepare the property for transfer to the college. The transfer is supposed to effective on July thirtieth, but the college will take over the property sometime after that date, depending on when the deed is transferred and recorded. Discussion about the property details

continued. Mr. Horne made a motion by the committee to approve the transfer of the Westmoore property from the North Carolina Department of Transportation to Sandhills Community College subject to the approval of the State Board of Community Colleges. The motion was seconded by Mr. Clendenin and it carried.

Mr. Horne then asked if there were any additional questions. Hearing none, he deferred to Chairman Little.

Mr. Clendenin then reported for the **Educational Programs Committee**. He indicated that the Committee met on May third and thanked everyone who attended the meeting. Ms. Lekisha Rice, principal of the SandHoke Early College was introduced by Mr. Clendenin. Ms. Rice explained that the college got started with a grant from Bill and Melinda Gates Foundation. The college is in the fourth year of the grant and the grant for the next five years has been approved. Dr. John Turner indicated that the college has applied, but it has not been approved in writing yet. Ms. Rice then shared with the Board that one of the students graduated this year, completing her studies in four years instead of five years. The student was presented with a high school diploma and then her degree from Sandhills Community College. There were fifty students on campus this past year with a dedicated counselor. The students have a place in Blue Hall that they can call their own and meet. She then detailed that next year the college will have about 100 students on campus and this number will roll forward at about 100 per year. Mr. Clendenin then explained that SandHoke High School function as a high school in Hoke County just like Pinecrest High School in Moore County. The college provides the building and campus, with the land donated by Mr. and Mrs. Upchurch. The maintenance operation is funded by the Hoke County Commissioners. Mr. Clendenin went on to explain the details of the relationship between the college and SandHoke High School. A further discussion ensued with Dr. Dempsey pointing out that one of the most important outcomes of SandHoke High School is that the drop-out rate is zero. Mr. Clendenin continued to discuss the partnership between Sandhills Community College and SandHoke High School. Dr. Turner then gave an update on the Moore Math Initiative. He indicated that the next meeting will be on July fifteenth at the Moore County Schools administration building. There are two topics that will be the focus of this meeting. The first will be a discussion with the faculty about what is involved in building the ideal math student and the second will be recognizing the existing math student and plans to move this student into the realm of the ideal student. The committee's next meeting will be on the college campus and the trustees are welcome to attend. Dr. Turner then informed the Board of some new programs. The first is a new certificate program through the continuing education department. The college has entered an agreement with the National Institute of Whole Health to offer health education training. A certificate has been created for health care specialist. This certificate provides cutting edge training for personal healthcare. He also indicated that we have some very talented people in the college's distance learning program. Wendy Kauffman, the Faculty Assembly President and chair of the program, has created a program that trains professors who teach distance learning classes. It provides an assessment tool that determines whether a professor is qualified to teach on-line courses. It includes competency training and identifies weaknesses with a built in tutor to help with the course design. Ms. Kauffman explained that the college received Perkins Grant funds and that she worked closely with Dean Ron Layne, Professor Scott Robinson, Jonathan McLeod, and Seth Buchanan. She explained how the webcast went out to all of the community colleges and has been archived to be viewed at

a later date. Ms. Kauffman shared that twenty-seven to twenty-nine colleges will be adopting this program. Dr. Turner indicated that the system office was excited about this program and that it is very important to identify faculty with these skills and to help those who do not.

Mr. Horne then presented for the **Finance Committee**. Mr. Horne introduced Mr. Gough to present the budget revisions for March 1, 2010 through May 31, 2010. Mr. Horne made a motion from the Finance Committee to approve the Budget Revisions for March 1, 2010 through May 31, 2010, as presented. Mr. Clendenin seconded the motion and it passed unanimously.

Mr. Horne then requested approval of Student Fees for 2010-2011. Mr. Gough indicated that these are specific fees for each class and require approval. Mr. Horne asked if there were any questions or comments. Hearing none, Mr. Horne made a motion from the Finance Committee to approve the Student Fees for 2010-2011. The motion was seconded by Mr. Cunningham and carried.

Mr. Horne then presented the request to approve the college Write-Offs of Uncollectible Accounts Receivable Balances for Curriculum. Mr. Gough explained the various items. Mr. Horne made a motion from the committee to approve the Write-Offs of Uncollectible Accounts Receivable Balances for Curriculum. Mr. Washington seconded the motion. The motion passed.

Mr. Horne then presented the request for the approval of Comprehensive Insurance. Mr. Gough explained to the Board that he felt that BB&T insurance services provided quality service with good rates and increased coverage. Mr. Horne then made a motion from the committee to approve the Comprehensive Insurance package provided by BB&T. Mr. Cunningham seconded the motion and it carried.

Mr. Gough then referred to the County and State Bond Funds and Financial Reports and asked for any questions or comments. Hearing none, he deferred to Chairman Little.

Mrs. Upchurch reported for the **Personnel Committee** and referred the trustees to the Personnel Action Report included in the Board materials. Mrs. Upchurch indicated that the committee did not meet, but had several items for Board approval.

The first item Mrs. Upchurch presented was the approval of the 2010-2011 Faculty and Staff Educational Learning Opportunities. Dr. Dempsey explained the purpose of the educational learning opportunities and their value to not only the faculty and staff, but the college as a whole. Mrs. Upchurch made a motion from the committee to approve the 2010-2011 Faculty and Staff Educational Learning Opportunity candidates. Mr. Horne seconded the motion. Mr. Little explained that Sandhills Community College is one of the only community colleges in the county to offer this educational opportunity to its employees. Mrs. Betty VanDusen is the benefactor of this program and she passed away a few weeks ago. He added that this program is privately funded. The motion carried.

Mrs. Upchurch then presented the 2010-2011 Holiday Schedule for approval. Mrs. Upchurch made a motion from the committee to approve the 2010-2011 schedule. Mrs. McCaskill seconded the motion and it carried.

Mrs. Upchurch then referred recommendations for personnel action and indicated that Ms. Andrea Korte was recommended to fill the position of Dean of Continuing Education. Mrs. Upchurch made a motion from the committee to approve the appointment of Andrea Korte as Dean of Continuing Education. Mr. Clendenin seconded the motion. The motion passed and carried.

Mr. Little then indicated that the Board required a closed session to discuss one final personnel item. Mr. Horne made a motion for the Board to enter into a closed session. Mr. Clendenin seconded the motion and the motion carries. The Board entered closed session at 7:54 p.m. The Board emerged from closed session at 7:56 p.m.

Mr. Hayter reported for the **Planning Committee**. He indicated that the planning committee had not met.

Mr. Brown reported for the **Student Affairs Committee**. Mr. Brown presented the request for approval of the college's admissions policy. He introduced Dr. Susanne Adams to review the request. Dr. Adams explained to the Board that this change was recommended by Ms. Shante Martin, General Council for the North Carolina Community College System. The policy allows the college to deny admission to students who have been suspended or expelled from another institution from entering Sandhills during that same period of suspension or expulsion. Dr. Adams continued with a detailed discussion of the policy. Mr. Brown made a motion from the committee to approve the Admissions Policy. Mrs. Upchurch seconded the motion. The motion passed.

Dr. Adams then explained to the Board that the college needed to modify the Student Conduct Policy. She informed the Board that FERPA allows colleges to exchange information about students with each other; however, the college catalog must inform students that it did so.

She then proceeded to review the proposed budgets for Student Life and Athletics. She explained that these budgets will be presented for approval in August with the budgets for the entire college. Dr. Adams then shared with the Board that the Sandhills Community College golf team placed third in the national NJCAA tournament in New York. She also highlighted the recent *Career Focus*, produced by marketing director, Karen Manning. The entire Board agreed what a terrific issue it was. Further discussion about the *Career Focus* magazine and its success ensued.

Dr. Dempsey reported for the **Foundation** in Mr. Smith's absence. Dr. Dempsey indicated that the colleges fund raising golf tournament is rapidly selling out. The foundation is on track with donations. On July eighth there will be a meeting with Kennon Briggs, Executive Vice President & Chief Of Staff for the North Carolina Community College System, and several community college presidents to look at the creation of a common fund for all the colleges. The idea behind this fund is that pooling funds would provide a more equitable fundraising path for all of the North Carolina Community Colleges. Dr. Dempsey indicated that Sandhills may or may not be interested in participating in this fund, but the college is willing to coordinate the meeting. Further discussion about the project ensued

President Dempsey gave the **President's Report**. Dr. Dempsey read a letter from a Hoke Center student in which she thanks the college for all it has done for her and has motivated her to continue with her education. He then shared another letter from a student whose house burnt down and how the college and its employees helped her get back on her feet. He expressed how wonderful it is to hear how the college makes a difference in our student's lives. In another letter that he read to the Board, a doctor by the name of Joe Gilliam, who was a previous biology student of Professor Rebecca Roush, wrote to her that he had graduated from medical school and will begin his residency. He expressed his appreciation for her guidance and support. He stated that Professor Roush advised him "If you want to be a doctor, be a doctor", and he did just that.

Dr. Dempsey then complimented Mr. Smith on the Steed Hall memorial tribute to Warren Steed that he created. He also complimented the vice presidents on the job that they do and wanted to take the time to indicate how fortunate the college is that they are part of our team. Dr. Dempsey shared with the Board that Dr. Adams threw a party for Dean Kristie Sullivan to congratulate on her on her doctorate degree and Dr. Turner gave a presentation on the history of rock and roll's first ten years.

Mr. Little reminded the Board of the planning committee meeting on July 14th at noon in the Sledge Board room. Lunch will be served.

Mr. Brown made a motion to adjourn the meeting and it was seconded by Mr. Horne. With no further business, Chairman Little adjourned the meeting at 8:12 p.m.

Respectfully submitted,

George W. Little, Chairman

Wendy B. Dodson, Assistant Secretary