

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

Sledge Boardroom
April 8, 2013

PRESENT: Trustees George W. Little, Chairman; Robert S. Hayter, Vice Chairman; Joseph A. Clendenin; James A Cunningham; Jordan Willett, Student Trustee; James H. Garner; Catherine P. Graham; Eugene B. Horne, Jr.; Debbie Riley-Hobbs; Mary Upchurch; and Raymond Washington.

STAFF: Dr. John R. Dempsey; Wendy Dodson; Dr. Richard Gough; Karen Manning; Richard Smith and Dr. John Turner.

Following the **Buildings and Grounds Committee**, 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 to order at 6:47 p.m. He read the statute regarding conflicts of interest to the trustees and asked the Board if anyone had any conflicts with the agenda items to be discussed. Hearing none, Mr. Little proceeded to the next item of business.

Wendy Dodson, Assistant Secretary to the Board of Trustees, proceeded to swear in Debbie Riley Hobbs as a re-appointed trustee.

A motion was made by Mr. Eugene Horne, seconded by Mr. James Cunningham, to approve the agenda. The motion passed.

Mr. Little then asked for a motion to approve the minutes from the February 18, 2013, Board of Trustee meeting. Catherine Graham indicated that Pamela Thompson needed to be added to the minutes as being in attendance. On a motion by Mr. Horne, seconded by Mr. Cunningham and unanimous consent from the Board, the minutes from the February 18, 2013, Board of Trustees Meeting was approved with the noted correction.

Ms. Willett gave the **Student Government Association** report. Ms. Willett informed the board that the Student Government Associate just returned from the SGA state conference. She detailed the conference for the trustees. She also informed the board of an upcoming blood drive and that spring fling would be held on the April seventeenth. On April nineteenth the campus would be hosting the Relay for Life and detailed the event for the trustees. Ms. Willett also shared some of the past events and then indicated that was the conclusion of her report.

Mr. Hayter reported for the **Buildings and Grounds Committee** that met prior to the regular meeting. He introduced Dr. Richard Gough to present the **Project Updates**.

Dr. Gough reported that the **Causey Hall Roof project** was almost complete and on budget.

He then detailed the **Dempsey Hall Gym Expansion** project. He explained that design documents are being prepared by Mark Wright and there is a rendering of the plans for the expansion. He then detailed the construction manager at risk procedure that is being pursued for this project. Dr. Dempsey indicated that the State Auditor's office called and informed him that they received a hotline complaint. The auditor came down to discuss the complaint with him today. The complainant indicated that they that they felt the college did not follow the protocol in awarding the construction manager at risk contract. Dr. Dempsey felt that the answers to the Auditor's questions were satisfactory and would keep the Board informed if there were any further developments. Dr. Gough indicated that the project was on schedule and the financing was arranged. A discussion ensued about the procedures of construction manager at risk. Mr. Hayter indicated that the procedure was followed.

Dr. Gough then updated the Board on the **Maintenance/Trades Renovation and Stone Hall Student Services/Information Services Renovation**. The bids were limited to two contractors that were over budget. The college will be combining these projects for a larger scope of cost and interest. It will take some minor work to bring it under budget. It should be ready for rebid by the end of the month.

Dr. Gough then moved on to the **Hoke Center Connector Road** Project. He indicated that the Hoke Center needed a connector road. He explained that the college has not yet received a commitment from the Hoke County Commissioners yet. Mr. Hayter detailed the project for the Trustees. Dr. Gough indicated that the college will present the project to the commissioners in the next few weeks and we should have their decision by the next meeting.

Mr. Hayter then moved on to the **Hoke Early College Building #2**. Mr. Hayter deferred to Dr. Gough to detail the project to the trustees. Dr. Gough explained that the college needs another building to accommodate a desire to grow enrollment at Sandhoke Early College. He described the building plan to the Trustees. A discussion ensued about the financing of this project.

Dr. Gough then updated the Board about the Tyler's Ridge development project on Route 22. The groundbreaking for the project occurred a few weeks ago. The college received a scholarship for financial aid from the company. He described the over all project to the Trustees.

Mr. Hayter briefly discussed the impervious surfaces transfer credits by the county to the college.

Dr. Gough reported that no action was required on any of these updates.

Mr. Little asked if there were any other questions related to Buildings and Grounds. Hearing none, he introduced Mr. Horne, Chair of the Finance Committee.

Mr. Horne reported for the **Finance Committee**. Mr. Horne indicated that the Board needed to approve the new **Student Fees for 2013-2014**. Mr. Horne made a motion from the committee to approve the new fees. Mr. Cunningham seconded the motion and it passed.

Mr. Horne then presented the **Financial Reports**. Dr. Gough commented that the college was in good financial shape and went over the figures with the Trustees. He indicated that the accounts are in the process of being consolidated in preparation for the year end closeout.

Mr. Horne then presented the **Status of County and State Bond Funds**. He indicated that no action was required at this time. Dr. Gough explained that most of the projects were coming to a close and the funds will be expended by their completion. The college has used up most of the bond fund except for R&R funds and that the balance will be expended quickly. As part of the college's Moore county budget request, we will be asking for a one time infusion of \$500,000 to replenish this fund. Dr. Dempsey indicated that the college has not received any feedback from the commissioners yet and would appreciate any input that the trustees could provide. Mr. Little encouraged the Trustees to talk to the commissioners on behalf of this request.

Mr. Horne indicated that his report was concluded.

Chairman Little then introduced Dr. John Turner to report for the **Educational Programs Committee** in Mr. Brown's absence. Dr. Turner detailed the Continuing Education Internal Audit Report process to the trustees. He explained that the audit for 2012 has been satisfactory completed.

Mr. Washington reported for the **Personnel Committee**. He presented the approval of the Faculty/Staff Sabbaticals. He recommended the approval of sabbaticals for three faculty members; Teresa Hall, Alisa Williams, and Lynn Phifer. These sabbaticals are for one semester and provide \$2,000 per person for expenses related to the sabbatical. There are five nominations for staff sabbaticals; Jean Blue, Wendy Dodson, Brad Robbins, Marla Goodwin, and Kimberly Blue. The staff sabbaticals are for one month with \$1,000 per person for expenses related to the sabbatical. Mr. Washington made a motion from the committee to approve the sabbaticals for 2013-14. Mr. Horne seconded the motion. Dr. Dempsey added that one faculty member was omitted from the approval due to the funding. He explained that the college would like to fund all of them and reserves the right to come back in June with an addendum to the request if funds become available for the fourth sabbatical. The motion carried.

Mr. Washington then presented the **Personnel Information** and indicated that no action was required.

Mr. Little introduced Mr. Clendenin to report for the **Planning Committee**. Mr. Clendenin introduced Dr. Turner to update the Trustees on the SACS process and documentation.

Dr. Turner explained how the materials were put together and the process for submission. He informed the trustee that the college will email usernames and passwords to the SACS website so that the Trustees can review the documents that were created for the site visit. A discussion ensued about the visit. He indicated that he felt that all is going well for information access and that the next step is for the off campus committee to read this material and give us a report to determine if we are in compliance or not. If there are any compliance issues, the college will have the opportunity to respond. The on-campus visit in October will allow us to be prepared

with all that the offsite team indicated need to be addressed. In December there should be an announcement for reaccreditation.

The next step is working on the QEP. The college has chosen the topic for this and it will be distance learning. We are currently interviewing a QEP director. By October the college will have started on the QEP. Four thousand t-shirts have been ordered with the “ask me about the QEP” imprinted on it. The on-site team will pick random students, faculty, and staff to ask about the QEP to see if the community understands it. The college will keep the board informed throughout this process.

He then reminded the Board that the College Strategic Planning meeting is tomorrow in Clement Dining Room from 1:00 p.m. to 3:00 p.m. Dr. Gough and Dr. Turner will share the goals met and not met and what they will be doing going forward.

Mr. Hayter inquired if the college QEP is finished. Dr. Dempsey indicated that the college is not required to have it finished, just to be working on it. A discussion ensued about on-line instruction.

Chairman Little Then indicated that Mrs. McCaskill was in the hospital and there would not be a **Student Affairs Committee** report. Mrs. Graham indicated that she had been in touch with her and she was doing better.

Chairman Little then introduced Dean Richard Smith to give the **Foundation** report. Dean Smith indicated that Dr. Dempsey gave the report on the donor recognition system during the dinner. He explained that he wanted to give a report on the Guarantors Program. For the fiftieth anniversary of the college, the goal is to increase our Guarantor donors by fifty for the fiftieth anniversary. He asked any trustees that are not already a Guarantor to consider becoming one by December in support of this goal. He then detailed the program to the Trustees.

Dean Smith indicated that during this fiftieth year the college is looking backward and forward. He noted the Blue Hall project coming to completion with Cliff Blue being the first chairman of the board. He asked the Trustee to consider rededicating Blue Hall, re-bronzing the plaque on the outside of the building and moving it inside. He then detailed the downtown block party in September as the kick-off to the celebration followed by the college’s fiftieth birthday on December 12, 2013, which is the anniversary of the first meeting of the first board of trustees. There will be a campus event that day at which the trustees, former trustees, and present and former faculty will be coming back on campus. That will be the day we rededicate the college. Dr. Dempsey also reminded the board of the Westmoore Center dedication for Jimmy Garner on May 2, 2013. Dr. Gough explained that the college is going to have an event celebrating the dedication of the Westmoore Center in honor of Mr. Garner. There will be a 10:00 a.m. dedication with a luncheon to follow. The details will be forthcoming. Mr. Garner indicated his appreciation for this honor and informed the Board that he has requested that the School Board find a replacement for his seat on the Board next year. He indicated that he was ready for someone else to take over and enjoy what he had enjoyed with the Board.

President Dempsey gave the **President's Report**. Dr. Dempsey informed the Trustees that the college is being sued by a person who did not get a contract and the college representatives and legal counsel attended mediation with this party on Friday, April 5, 2013. The college was not able to reach an agreement in mediation and may mediate again or it may go into litigation. The alumni speaker that has been chosen for this year's commencement is Representative Jamie Boles. Dr. Dempsey indicated that Representative Boles is excited and looking forward to the opportunity.

Mr. Little indicated that the trustee association is working with the State Legislature. He detailed this work for the trustees. One of the action items they are working on changing the two year rolling average back to the three year rolling average. He then informed the Trustees that Clifford Blue's son passed away in the last few days.

With no further business, Chairman little made a motion to adjourn the meeting. It was seconded by Mr. Hayter and the meeting adjourned at 7:43 p.m.

Respectfully submitted,

George W. Little, Chairman

Wendy B Dodson, Assistant Secretary to the Board