

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

**Sledge Board Room, Sandhills Community College  
August 20, 2018, 7:00 pm**

**PRESENT:** Trustees Larry Caddell; Vice Chairman; Joe Clendenin, Secretary; Gary Evans; Jim Saunders; Helen Probst Mills; Gene Horne; Dr. Sandy Stewart; Dr. Larry Upchurch; Tim Carpenter; Charlotte Cox, SGA President

**STAFF:** Dr. John Dempsey; Brenda Jackson; Heather Lyons; Dr. Rebecca Roush; Kellie Shoemake; Germaine Elkins; Elizabeth Thomas; Twana McKnight; Wendy Dodson; Teresa Sheets; Andi Korte; Joe Brown; Doug Smith

Following the Buildings & Grounds, Finance, and Personnel committee meetings, the Board of Trustees convened its regular meeting. Mr. Caddell, who was acting chairman of the Board of Trustees in Mr. Little's absence, called the meeting to order at 5:45 pm. He read the statute regarding conflicts of interest to the Trustees and asked the Board if there were any potential conflicts with the agenda items to be discussed. Hearing none, Mr. Caddell proceeded to the next item of business.

Mr. Caddell asked for a motion to approve the agenda. Mr. Horne made a motion to approve the agenda. Mr. Clendenin seconded the motion, and the motion passed unanimously.

A motion was made by Mr. Clendenin to approve agenda changes. Mr. Horne seconded the motion, and the motion passed unanimously.

Mr. Caddell asked for a motion to approve the minutes of the June 18, 2018, Board of Trustees meeting. Mr. Clendenin made a motion, Mr. Horne seconded the motion, and the motion passed unanimously.

Ms. Cox presented the Student Government Association Report. She provided information about student activities in the month of August.

Mr. Carpenter reported for the Buildings and Grounds Committee. The McNeill Green landscape project has received a recommendation and Board approval of drawings to begin construction, at a cost of up to \$40,000. The Black Box Theater has been pulled from the auditorium project and received approval of in-house construction management at a cost of up to \$250,000. The Board ratified the July 27, 2018, voice poll to approve Construction Systems Incorporated (CSI) as contractor for the Bradshaw Performing Arts Center (BPAC). Revised cost of construction is \$3,750,229. The Board approved Dr. Dempsey as the designated person to sign and execute all construction contracts and BPAC- related documents. A discussion was held regarding the

medical office building. The construction method used will be the traditional design, bid, build. Ms. Jackson was approved as the designated person to initiate the Requisition for Purchase (RFP) for architectural services for the medical office building. Mr. Horne made a motion to approve the recommendations as presented by the Building and Grounds Committee. Ms. Probst Mills seconded the motion, and the motion passed unanimously.

Mr. Horne reported for the Finance Committee. He reviewed the status of the Financial report through June 2018 with no action required. He also reviewed the County and State Bond Funds through June 2018 with no action required. A review of the 2018-2019 College Institutional Budget Request was approved by the Board. Also approved was the Travel Authorization for the President, Executive Vice President, and Board of Trustees. The EAGLE Internal Control Review was approved as well.

Mr. Evans reported for the Personnel Committee. Mr. Evans reviewed Personnel Information with no action required. Mr. Evans read the list of Personnel changes under Personnel Action. Full-time salaries have been approved. Ms. Dodson reported that eleven new Faculty and Staff members have been hired at the College. Also approved was the 2018-2019 Holiday calendar. Mr. Evans asked for a motion to ratify the actions of the Personnel Committee. Mr. Horne made a motion to ratify the actions of the Personnel Committee. Dr. Stewart seconded the motion, and the motion passed unanimously.

Dr. Stewart reported for the Educational Committee. He called on Dr. Roush to update the status of new programs. The Fire Protection Technology and Aviation Management and Career Pilot programs are running well. Dr. Roush asked permission to pursue the planning process for two additional programs, Entertainment Technology and an Associate of Fine Arts Theater transfer degree. Both programs have synergy with changes that are coming to Owens Auditorium and BPAC. Dr. Stewart asked for a motion to approve the planning process for Entertainment Technology and an Associate of Fine Arts Theater transfer degree. A motion was made by Dr. Upchurch to approve and pursue the planning process for Entertainment Technology and an Associate of Fine Arts Theater transfer degree. Mr. Evans seconded the motion, and the motion passed unanimously.

Ms. Korte reported on the impact of short-term workforce expansion and the changing definition of FTE. The proposed definition of FTE is now 512 student membership hours, which is the same as Curriculum. This was approved as a temporary measure and the permanent measure is now in place for approval. Continuing Education received \$184,000 additional dollars to work towards more short-term programs.

Mr. Clendenin reported that the Planning Committee had met with Dr. Sullivan to review the CSP report that is to be presented to the full Board during the October Board of Trustees meeting. He asked that everyone review the report before the October meeting.

Dr. Roush reported for the Student Affairs Committee. Dr. Roush reviewed Catalog changes, including personnel changes, removal of information that is no longer pertinent, and updates to compliance statements.

Ms. Shoemake reported there were title changes in the Handbook, but no policy changes. Dr. Stewart made a motion to approve catalog and handbook updates. Mr. Horne seconded the motion, and the motion passed unanimously.

Ms. Elkins presented the Foundation report. A Campaign cabinet meeting was held on July 31 to develop the roadmap for the 2018/2019 campaign. Dr. Dempsey has dedicated Wednesdays to the Foundation and will be planning visits with folks regarding gifts to the Capital Campaign, which is now at just over \$7.6m. The annual golf tournament will be held on August 28.

Dr. Dempsey reported that our enrollment is up about 1½ percent. Dr. Roush has assumed responsibility of the Boyd Library, and Ms. Lyons is taking on Athletics until Ron Layne returns. Dr. Dempsey reported that there are now 240 students enrolled in the Sandhills Promise program. Career and College Promise is steady at just above 30%. Sandhills Community College enrollment is now at approximately 4,000 students.

Mr. Caddell recommended to the Board that perhaps meetings could begin at 4:30 p.m. Dr. Dempsey will call Chairman Little to discuss before the October meeting.

Mr. Caddell asked if there were any other items of business for discussion. Hearing none, he asked for a motion to adjourn the meeting. Mr. Evans made a motion to adjourn. Mr. Horne seconded the motion, and the motion passed unanimously.  
With no further business, the meeting was adjourned at 6:10 pm.

Respectfully submitted,

George Little, Chairman of the Board

Joseph Clendenin, Secretary of the Board