

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

**Sledge Board Room, Sandhills Community College
June 3, 2019, 4:30 pm**

PRESENT: Trustees George Little, Chairman; Larry Caddell, Vice Chairman; Joe Clendenin, Secretary; Gary Evans; Jim Saunders; Helen Probst Mills; Gene Horne; Dr. Sandy Stewart; Dr. Larry Upchurch; Tim Carpenter; and Raymond Villalobos, SGA President

STAFF: Dr. John Dempsey; Brenda Jackson; Heather Lyons; Ron Layne; Dr. Rebecca Roush; Germaine Elkins; Twana McKnight; Wendy Dodson; DJ Farmer; Tim Hunt; Abbe Allen; Teresa Sheets; Doug Smith; Chief Dwight Threet; Rod Brower; Stephanie Lang; Dr. Julie Voigt; Joe Brown; Cathy Kruska; Pete Golden; Michelle Bauer

Mr. Little called the meeting to order at 4:30 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. Little proceeded to the next item of business.

Mr. Little made a motion to approve the agenda. Mr. Horne seconded the motion, and the motion passed unanimously.

A motion was made by Mr. Clendenin to approve the minutes of the April 1, 2019, Board of Trustees meeting. Mr. Horne seconded the motion, and the motion passed unanimously.

Mr. Caddell reported for the Buildings and Grounds Committee. Mr. Caddell said that approval has been received from the state to move forward with the transfer of the Westmoore property to Moore County. Mr. Caddell, Mr. Little, Dr. Dempsey, and Dr. Upchurch will visit with the Moore County commissioners and present the deed to them in July 2019. Discussion ensued regarding the rest stop property located at the Westmoore Center. A recommendation was made that the rest stop property be sold. Mr. Caddell made a motion to hire Matt Wimberly to sell the land at \$65,000. Mr. Horne seconded the motion, and the motion passed unanimously.

Revenue from the sale of the property must go towards capital projects and cannot be used for a scholarship fund. Jimmy Garner's name should remain on the property.

Mr. Caddell reported that Mr. Smith received an unfavorable report from the timber cruise of the remaining timber on the Westmoore property. Mr. Caddell made a motion to have the balance of the land appraised and make the property available for sale. Mr. Horne seconded the motion, and the motion passed unanimously.

Mr. Caddell called on Chief Threet to report on the emergency notification system. After conducting exercises in October, the Emergency Preparedness Committee expressed the need for a new emergency reporting system. Chief Threet received a final low bid of \$194,877 to include inside and outside public address systems throughout the campus. The price includes the installation of equipment, compatible programs, and one year of maintenance. Mr. Brower commented that this system is the newest technology and is the best solution for our campus. Mr. Caddell made a motion to approve the \$194,877 purchase of the emergency system. Mr. Evans seconded the motion, and the motion passed unanimously.

Chief Threet reported that there were flaws and delays in the Regroup notification system previously used on the Sandhills Community College (SCC) campus. The Reliable Mass Notification System (RAVE) is used on most college campuses and includes geographical map capability. The RAVE system will now be in use on the SCC campus at a cost of \$7k per year.

Mr. Farmer introduced Tim Hunt, Director of Personal Counseling Services. Mr. Farmer reviewed the MAXIENT online resource system, which encompasses the mental aspect of the student. The system allows students, faculty, staff, and the public to report concerns. Mr. Hunt shared that he has seen positive results with individuals directed to his office through the MAXIENT system.

Mr. Caddell asked Mr. Little to share information concerning the Frye property. Mr. Little recently met with Mr. Frye. Mr. Little asked that the Board stay abreast of any activity concerning this land. The college will continue to monitor the Frye property.

Mr. Caddell reported on the Health Sciences building project. A model prepared by LS3P Architects was available for viewing. Dr. Roush explained the layout of the model. Mr. Caddell reported that it has been determined that the Health Sciences building will be built first and will be a one-story building. Renovations to Kennedy Hall will follow. Discussion ensued regarding various aspects of the model layout. Ms. Probst Mills made a motion to approve the location of the Health Sciences building adjacent to Kennedy Hall as depicted in the architectural model. Mr. Carpenter seconded the motion, and the motion passed unanimously.

Mr. Horne reported for the Finance Committee. Mr. Horne reviewed insurance premiums as submitted by McGriff Insurance (formerly BB&T). Ms. Jackson and Mr. Little discussed the differences in admitted and non-admitted coverage. Mr. Little recommended approval of the proposed McGriff insurance package. Mr. Horne made a motion to approve the McGriff insurance package to include the change from the non-admitted to the admitted provider. Mr. Evans seconded the motion, and the motion passed unanimously.

Mr. Horne reviewed the Financial Report and State and County Bond Funds through April 30, 2019, with no Board action required.

Mr. Horne called on Mr. Brown to review the May 2019 Purchasing Audit. Mr. Brown explained that items such as updating purchase manuals, the addition of purchasing cards, and the general education of employees to comply with procedures were reviewed. The college received a favorable audit with only two exceptions noted. Mr. Brown will work on enhanced procedures and communications to rectify these situations.

Ms. Jackson reviewed the Moore County amended funding formula effective July 1, 2019. Due to the property tax re-evaluation year, the county desired to change the prior funding formula. The college will receive \$4.6MM for the 2019-2020 fiscal year, which is \$100,000 more than the prior year's budget for operations. Any additional changes to the formula will be made once a decision is made regarding the timing of the \$20MM bond issuance for the Health Sciences Building.

Mr. Evans reviewed personnel changes. Mr. Evans made a motion to accept the personnel changes. Mr. Horne seconded the motion, and the motion passed unanimously.

Mr. Evans called on Mr. Layne to discuss policy changes. Mr. Layne asked Ms. Shoemake to review changes concerning military students as related to the Department of Defense regulations. Mr. Layne reviewed policies 7.6 and 7.7 regarding purchasing card issuance and college cell phone distribution. Mr. Evans asked for a motion to approve the policy changes. Mr. Saunders seconded the motion, and the motion passed unanimously.

Dr. Stewart reported for the Educational Programs Committee. He called on Dr. Roush to review the Associates in Education Teaching Program developed by the system office. The effective date for the program to begin is fall of 2020. Dr. Dempsey introduced Pete Golden and Cathy Kruska from the Teaching and Learning Center. Mr. Golden provided information regarding various aspects of the program and why it has become successful in helping to develop excellence in teaching and student performance.

Mr. Clendenin reported for the Planning Committee. During an April 25 Planning Committee meeting, the 2019 schedule of events was reviewed. Also reviewed was the College Strategic Plan (CSP). The final CSP will be presented for approval at the October 7 board meeting. Also discussed was the timing of the plan itself. Due to a Master Facilities Plan and Southern Association of Colleges and Schools (SACS) issues, a request will be made to go from a 3-year to a 4-year plan on a one-time basis. Mr. Clendenin made a motion to change from a 2016-2019 to a 2016-2020 CSP. The motion was seconded by Mr. Horne, and the motion passed unanimously. Dr. Dempsey added that he and Ms. Farmer would work towards the inclusion of members of the community and others to be included in the CSP process.

Ms. Shoemake introduced Raymond Villalobos, the new Student Government Association (SGA) President. Mr. Villalobos presented for the Student Affairs Committee, sharing personal accomplishments and plans for future SGA events.

Ms. Elkins presented the Foundation Report. Ms. Elkins reported that the Foundation will become more proactive with fundraising for athletics. The Foundation will be hosting Board breakfasts with a different Vice President speaking at each breakfast. The Mary Lumen Meyer wall, which is the donor recognition system that will be in the lobby of Owens Auditorium, will be ready by November 5. The dedication of the McNeill Woodward Green will be on October 10. A leadership roundtable will be held at Forest Creek on June 18 to include the staff of local non-profit leaders.

Dr. Dempsey presented the President's Report. Dr. Dempsey reported that the Board would present Jackie Burman a letter of appreciation upon her retirement. Ms. Burman has worked for Mr. Little for 21 years. Dr. Dempsey said that the dinner held on May 20 at Bonefish Grill to honor the maintenance staff was a great success. He invited board members to a luncheon in honor of the maintenance staff to be held at 11:30 on June 20 in Little Hall.

Mr. Little stated that he has actively made phone calls to the legislature on behalf of the trustee organization regarding the budget, especially in the Senate. The Senate and House are far apart, but it is hopeful that they will soon come to an agreement. Training monies are reasonably secure. Mr. Little said there is a great need for training students to fill numerous jobs in businesses and industry. The college has an important role in preparing students to fill vacancies in the workplace.

With no further business, the meeting was adjourned at 6:30 pm.

Respectfully submitted,

George Little, Chairman of the Board

Joseph Clendenin, Secretary of the Board