

**BEAUFORT COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES CALLED MEETING  
January 14, 2014**

The Beaufort County Community College Board of Trustees met Tuesday, January 14, 2014 at 6:15 p.m. for dinner in the Multi-Purpose Room of Building 10 followed by the Board of Trustees Meeting which was held in the Board Room of Building 10 and began at 7 p.m. The Property, Educational Programs, Finance and Personnel Committees met prior to the Board meeting.

**BOARD MEMBERS PRESENT**

Russell Smith, Chairman  
Cornell McGill, Vice Chairman  
The Rev. Dr. Robert B. Cayton  
Cynthia Davis  
Julian Goff  
Betty Randolph  
Frank "Bo" Lewis  
James "Cotton" Rawls  
Mitchell St. Clair, Sr.  
Dr. Laura L. Staton  
Jack Wallace  
Ashley Woolard

**BOARD MEMBERS ABSENT**

Trina Cobb, SGA President

The following college staff members were present: Dr. Barbara Tansey, President; Mr. Rick Anderson, Vice President of Student Services, Dr. Crystal Ange, Vice President of Academics, Mr. Chet Jarman, Vice President of Continuing Education; Dr. Jay Sullivan, Vice President of Research and Institutional Effectiveness; Mrs. Judy Jennette, Director of the BCCC Foundation; Mr. Wesley Adams, Director of Campus Operations; Mr. Christopher Harrison, Chief of Campus Police; Mrs. Betty Gray, Public Relations Coordinator; Mrs. Jeanne Martin, President of the BCCC Faculty Senate; Mrs. Penny Sermons, President of the BCCC Staff Association, and Jennie Singleton, Executive Assistant to the President. Absent: Ranee Singleton, Legal Counsel.

**PRAYER**

Chairman Smith called the meeting to order and called on Mrs. Randolph to lead the prayer.

**MISSION STATEMENT/ETHICS AWARENESS**

Chairman Smith called attention to the Mission Statement of the College. In complying with the N.C. State Ethics Commission's directive, Chairman Smith read the Ethics Awareness and Conflict of Interest Reminder. Hearing no conflict state, Chairman Smith continued with the agenda.

**WELCOME TO CHIEF OF POLICE HARRISON**

Chairman Smith called on President Tansey to recognize the new Chief of Police at Beaufort County Community College, Christopher Harrison. Dr. Tansey asked Chief Harrison to stand and be recognized. She presented a one-page biography of Chief Harrison and described him as "a nice fit for the college." Chief Harrison commented that he expects to be sworn into office this week or next week by Clerk of Court Marty Paramore.

#### OLD BUSINESS

Chairman Smith called on President Tansey to present a review of an updated version of the Board of Trustees Self Evaluation Form for 2013-2014. The purpose of the form is to help members of the Board of Trustees evaluate the effectiveness of the Board as a whole and help members evaluate their commitment to the responsibilities and expectations of their service to the college. President Tansey said she had made one revision to the form as previously submitted in response to suggestions from the Board. Item 8 under Part I was changed to read "Members evaluate the Board as a whole on a regular basis." Upon a motion by Dr. Cayton, seconded by Mr. Lewis, the Board unanimously approved the Self Evaluation Form for distribution. Dr. Tansey suggested that an electronic version be used so that the answers could be easily compiled. Chairman Smith asked that Trustees complete the survey as soon as possible.

#### REPORTS AND RECOMMENDATIONS

Chairman Smith called on the chairmen of the Board's standing committees who gave reports and recommendations as follows:

##### Executive Committee

No Report.

##### Property Committee

Chairman Smith called on Mr. St. Clair, Sr., Property Committee Chairman, to present the Property Committee Report. Mr. St. Clair, Sr., noted that the Property Committee met before the Board meeting. All committee members were present for the meeting. He presented the following item to the Board for its approval: Approval of the bid for repair to the roofs of Buildings 5 and 9. Mr. St. Clair stated that the Property Committee recommended awarding the contract for roof repairs to the two buildings to Curtis and Curtis of Kinston, N.C. in the amount of \$85,861 (Base +Alt 1) noting that Curtis and Curtis submitted the low bid for the project. Mr. Woolard made a motion calling for approval of the committee's recommendation. Mr. St. Clair, Sr., stated that since approval comes as a recommendation from a standing committee, it did not require a second. The motion was approved unanimously by the Board.

##### Educational Programs Committee

Chairman Smith called on Mrs. Randolph, Educational Programs Committee Chairman, for a report from the Educational Programs Committee. Mrs. Randolph reported that the committee met before the Board meeting and that all members were present. She presented the following three new policies to the Board for its approval: Substantive Change Policy, State Authorization Policy and Fee Policy for Verification of Student

Identity. Mr. Lewis made a motion for approval of all three policies as presented. Mrs. Randolph stated that since approval comes as a recommendation from a standing committee, it did not require a second. The motion was approved unanimously by the Board.

#### Finance Committee

Chairman Smith called on Reverend Cayton to give the Finance Committee report. Reverend Cayton stated that there was no action taken from the committee that required a vote from the full Board.

#### Personnel Committee

Chairman Smith called on Mrs. Davis to present the Personnel Committee report. Mrs. Davis stated that there was no action taken from the committee that required a vote.

#### President's Report

Chairman Smith called on Dr. Tansey to present the President's Report. Dr. Tansey presented a report as follows:

1. Dr. Tansey directed the Board's attention to a written report of her activities from October 2, 2013 through January 12, 2014 found on Pages 44 to 47 of the Agenda Packet. She called the Board's attention to planning for Gullfest, scheduled for April 5, 2014 on the BCCC campus. Dr. Tansey stated that like Wilkes Community College has Merlefest each year, BCCC needs a "signature event." For the first year, Gullfest will include a car show, various crafts vendors, a selection of music, Touch a Truck and other activities. Mr. Lewis suggested that the college contact Preston Turner who has several vintage cars that could be entered into the car show. Mr. Woolard suggested that the festival incorporate a dunking booth. Mr. Goff suggested that the college design t-shirts that could be sold at the festival. Mr. Rawls suggested that the college sell chicken and barbecue plates. "I think (the festival) is a great idea," said Chairman Smith. "It's something we can build on."
2. Dr. Tansey distributed copies of the "Education and Workforce Innovation Fund Application" for an Innovation Grant from the Beaufort County Schools and a letter endorsing the application signed by Chairman Smith. She noted that although the grant application would apply to the local public school system it would fund programs that would make the transition from high school to BCCC easier and would more closely align high school programs in the form of academies to those at the college. If approved, the first program established would likely be an automotive technology program at Northside High School.
3. Dr. Tansey reminded the Board of the upcoming N.C. Association of Community College Trustees Training Session to be held on the BCCC campus Tuesday, January 21 and presented the Board members a copy of the agenda.
4. Dr. Tansey directed the Board's attention to a brochure about the proposed Agribusiness Technology Program that is pending approval by the N.C. Community College System Office and the Southern Association of Colleges and Schools.

5. Dr. Tansey next gave a PowerPoint Presentation to the Board, "Putting the Pride On Welding Style" which demonstrated efforts under way to improve the appearance of BCCC's two welding laboratories. She noted that the work had been done by BCCC welding faculty, students and staff.

#### NEW BUSINESS

1. Chairman Smith directed the Board's attention to a list of upcoming meetings and events. He encouraged Board members to make note of the events on their calendars and stressed the importance of members being visible at events. He encouraged all Board members to attend the training by NCACCT scheduled for Tuesday, January 21 from 9:30 a.m. – 2:30 p.m. in the multi-purpose room of building 10.
2. Chairman Smith called on Dr. Tansey to give an update on the need for a space for students in BCCC's Basic Law Enforcement Training Program to conduct the driver training portion of their studies. Dr. Tansey told the Board that the Washington County Board of Commissioners had agreed to allow the college to use the airport near Plymouth for that training for one year. She noted that the college needed to use that time to find a permanent location for that training. Chairman Smith said the Board needed to consider whether the college should go ahead and try to purchase adjacent property to build a regional driving pad.
3. Chairman Smith noted that the by-laws governing the operations of the Board needed to be updated and suggested that the Board tackle that project at its next retreat.
4. Chairman Smith noted that the Board needed to schedule its Spring Retreat and told its members to look at their schedules so a date for the retreat could be set at the February meeting of the Board.

#### CLOSED SESSION

Chairman Smith called for a motion to go into closed session. Mr. Lewis made the motion to go into closed session pursuant to N.C.G.S. 143-318.11 (a)(1) to prevent the disclosure of information that is privileged or confidential – case number 13 CVS 414, Chiquetha Blount v. Beaufort County Community College, Beaufort County. Betty Randolph seconded the motion. The Board voted to go into closed session at 7:44 p.m. Other Staff were dismissed.

Upon returning to open session at 8:00 p.m., Mrs. Staton made a motion not settle case number 13 CVS 414, Chiquetha Blount v. Beaufort County Community College, Beaufort County. Reverend Robert Cayton seconded the motion. The motion passed by majority vote. Voting against: Julian Goff, Ashely Woolard and Cotton Rawls.

#### ADJOURNMENT

Chairman Smith called for a motion to adjourn. Mr. Wallace made the motion to adjourn at 8:09 p.m. Mrs. Davis seconded the motion. The meeting adjourned at 8:10 p.m.

#### NEXT BOARD MEETING

The next Board of Trustees meeting will be Tuesday, February 4, 2014.

Respectfully Submitted,

*Barbara Tansey*

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Barbara Tansey  
Secretary

*Russell H. Smith*

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Russell Smith  
Chairman

2-4-14

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Date