

**BEAUFORT COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 7, 2008**

The Board of Trustees met Tuesday, October 7, 2008, at 6:00 p.m. for dinner, followed by the Board of Trustees Meeting that began in the Board Room of Building 10 at 6:30 p.m. The Personnel and Finance Standing Committees met prior to the Board meeting.

BOARD MEMBERS PRESENT

Cynthia Davis, Chair
Mitchell St. Clair, Vice Chair
Myrtle P. Carowan
Reverend Dr. Robert B. Cayton
J. Shields Harvey
Henry C. Humphreys, Jr.
Frank B. Lewis
Cornell McGill
Brad Potter
Russell Smith
Patricia Spencer

BOARD MEMBERS ABSENT

Jack Wallace

The following staff were in attendance: David McLawhorn, President; Phillip Price, Dean of Administrative Services; Wesley Beddard, Dean of Instruction; Clay Carter, Director of Evening and Off-Campus Programs; Judy Jennette, Director of Public Relations and Foundation; Dorie Richter, Director of Institutional Effectiveness and Planning and Emily Albera, Faculty Senate President. Also in attendance was Ranees S. Holbrook, Legal Counsel, with the law firm of Carter, Archie, Hassell & Holbrook.

PRAYER

Chairman Davis called the meeting to order and Reverend Robert Cayton continued with prayer.

MISSION STATEMENT/ETHICS AWARENESS

Chairman Davis called attention to the Mission Statement of the College. In complying with the NC State Ethics Commission's directive, Chairman Davis read the Ethics Awareness & Conflict of Interest Reminder. Hearing no conflict stated, Ms. Davis continued from the agenda.

AMBASSADORS

Judy Jennette introduced the three ambassador speakers for the evening, Margo Fox, Amanda Failes, and Ashley Roberson. Each gave uplifting and personal comments on the ambassador program and how it has helped them with their life's goals.

SACS Update

Dr. McLawhorn gave a brief update on the upcoming SACS visit. Dr. Karen Bowyer will be arriving on October 20th to meet with us on the upcoming visit November 11-14. We have submitted all of our reports.

MINUTES

Ms. Davis called for a motion to approve August 5, 2008 minutes (pgs. 3-9). Bo Lewis made the motion for approval with a second from Russell Smith. The motion was approved with an all ayes vote.

The Mission Review Committee (of which Reverend Cayton is a member) met on September 30, 2008, and made a recommendation as shown on page 7A for updating the existing vision/mission statement and long-range goals. Chairman Davis called for discussion of the mission statement or a motion to approve. Bo Lewis made a motion to approve with a second from Mitchell St. Clair. The motion received unanimous consent.

OLD BUSINESS

New Trustee Orientation Ad Hoc Committee – Shields Harvey informed the board that the committee has shared some information and will get together after the meeting to move this project forward.

Executive Committee – (Pgs. 8-10).

Chairman Davis referred to the minutes of the September 2, 2008 Executive Committee Meeting shown on pages 8-10. The next scheduled meeting is Tuesday, November 5 at 8:00 a.m. in the Board Room of Building 10.

Property Committee

Property Committee Vice Chairman Shields Harvey stated that the committee met prior to tonight's meeting and directed attention to the agenda on page 11. Mr. Harvey moved to item 1 on the agenda – request to approve modifications to the Facility Use Policy for Non-Instructional Purposes and pointed out that the changes are in red. The Property Committee made the recommendation to approve the modifications as presented to the Facility Use Policy for Non-Instructional Purposes. Chairman Davis noted that the motion came from a standing committee and did not require a second. There was no discussion. The Board voted with all ayes acceptance to modify the policy as presented. Mr. Harvey asked Dr. McLawhorn and Phillip Price to give the board a brief update on the new Allied Health Building. Dr. McLawhorn shared a letter from the North Carolina Community College System Office granting approval of our request for construction of a new Allied Health Building. At the August meeting with the County Commissioners there were some questions raised regarding the project. Phillip Price came up with a business case analysis plan that addressed the questions from the August meeting. The analysis was shared last night with the County Commissioners. The analysis shows that the additional students would generate an additional 1-½ billion dollars for the Beaufort County economy. The commissioners asked how we planned to fund the new building and Dr. McLawhorn explained that we are hoping for a state bond initiative in 2009. Paul Spruill said that there was probably a 30% chance that it would pass. If the state bond does not pass then we would go back to the county commissioners. Phillip Price informed the Board that we have a copy of an advertisement ready for an architect and we hope to get proposals back by December to set up January interview dates with various architects. Hopefully by the February Board Meeting the Property Committee can come back with a recommendation of who to hire for the finished project. Shields Harvey discussed the problem with the speed limit in front of the community college and the steps already taken by the college to try and resolve the issue. The Property Committee made the recommendation for Dr. McLawhorn to contact

4Representative Arthur Williams either through DOT or other agencies for help to see what options we have to alleviate the problem. Chairman Davis noted that the motion came from a standing committee and did not require a second. There was no discussion. The Board voted with all ayes for Dr. McLawhorn to contact Representative Arthur Williams for assistance with the school zone speed limit. Mr. Harvey continued to item 4 on the agenda the new Public Safety Annex Building. Mr. Price informed the board that an analysis was done to determine if building a cinderblock building would be in our best interest because of the current price of steel and found that the metal building is still the best way to go. The design process was shared with the Property Committee tonight and it is a 4000 square foot metal building with two classrooms, two offices, and two bathrooms. We are in the final stages of getting the building out for bid and hope to have bids back in by November. Shields stated that the bids should come in around \$100 a sq. ft. for the 4000 sq. ft. building and we have about \$390,000 earmarked for this building.

Curriculum Committee – No report

Finance Committee

Finance Committee Chairman Reverend Robert Cayton stated that the committee met prior to tonight's meeting and directed attention to the agenda on page 11.

Finance Chairman Cayton noted that approval of the Institution Budget FY 2008-2009 came as a recommendation from the Finance Committee. Chairman Davis noted that the motion came from a standing committee and did not require a second. There was no discussion. The motion passed with an all ayes vote. Next item, approve budget revisions #1-20 (approval recommended from Finance Committee); Chairman Davis noted that the motion came from a standing committee and did not require a second. There was no discussion. The motion passed with an all ayes vote. Finance Chairman Cayton moved to the next item (approval recommended from Finance Committee), approve replacement fee charge of \$5 for student ID badges. Chairman Davis noted that the motion came from a standing committee and did not require a second. There was no discussion. The motion passed with an all ayes vote.

Personnel Committee

Personnel Committee Chair Patricia Spencer stated that the Committee met on September 16, 2008 as indicated on page 59 in the packet. The committee met to hear the appeal of Mr. Christopher Corey. The Personnel Committee recommended to not grant the request after hearing the appeal and information from both parties. Mr. Corey was given specifics as to how to appeal to the full board.

Patricia Spencer made a motion to go into closed session pursuant to N.C.G.S. 143-318.11 (a)(6), Personnel Item with a second from Robert Cayton. Upon returning to open session, Chairman Davis stated that no action was taken.

President's Office – Information Items

Item 1. Creating Success – Dr. McLawhorn shared a PowerPoint presentation on NC Community Colleges \$1000 per Student over 4 years. A handout was provided.

Funding Request by Budget Year

2009-2010	-	\$60 million
2010-2011	-	\$47 million

2011-2012	-	\$47 million
2012-2013	-	\$47 million
Total for all four years		\$201 million

Item 2. Grant Activity Report (Pgs. 61-62) – refer to pages for detailed breakdown of activity

- o Waiting to hear from Golden Leaf – we are looking for \$219,647 for a nursing simulation lab. The lab will provide training to strengthen the skills of nurses already employed by hospitals in the BCCC service area.
- o Tech Prep Grant Approval for:
 - o Beaufort County \$20,333
 - o Hyde County \$19,000

Item 6. Curriculum FTE Totals – Up 11% from last year – Curriculum headcount up 12%

Item 8. Christmas Social – 7:00 p.m. Tuesday, December 2 at Washington Yacht & Country Club

Item 9. Memo – State Board Takes Step on Undocumented Student Admission Study – This information was shared at the County Commissioner Meeting last night. This is a comprehensive study. The goal is to have it ready for Rules Review in the spring so a policy will be in place by next fall. The study calls for a review of the history of the issue and a survey of the policies in states where one exists. A final report is expected by March 19, 2009.

Item 13. BOT Retreat Evaluation – Chairman Davis asked that the forms be completed and turned in so Jennie can compile the data.

Item 14. BOT January Retreat – After discussion of dates it was decided that the next Board Retreat will be Tuesday, January 20. A backup date will be January 15. The Retreat will be 9:00 a.m. to 3:00 p.m. Trustees discussed what they would like to see at future retreats and meetings; begin touring different facilities, hearing from different departments and staff members at each meeting. The Board will tour the Cosmetology Building at the January Retreat.

Item 15. Staff Christmas Luncheon – Noon on December 18

Item 16. Board of Trustee Evaluation Form (Pgs 79-80) – Chairman Davis directed attention to pages 79 and 80. Trustees were asked to complete the evaluation and turn them back in to Jennie by the middle of November. Jennie will notify you if she does not receive your form.

New Business

Chairman Davis referred to page 78, the trustee strategic/critical issues. There were no questions or comments.

Shields Harvey distributed his thoughts and ideas on what do we anticipate happening with our college in the next three to five years. He asked members to take this information with them and begin to use this as a thought start. (See Attached)

In conclusion, Chairman Davis called for any other items to come before the board. Hearing none she called for a motion to adjourn. Shields Harvey made the motion of adjournment with a second from Mitch St. Clair.

Next Board Meeting

The next Board of Trustees meeting will be held Tuesday, December 2, 2008. This meeting is the Christmas Social.

Respectfully Submitted,

David McLawhorn
Secretary

Cynthia L. Davis
Chairman

Date