

Board of Trustees
Central Carolina Community College
Chatham Main Campus/Holmes Room of Chatham County Library
April 30, 2019

Members Present: J. Crawford, R. Frazier, J. French, J. Hayes, P. Kirkman, R. Logan,
G. Lucier, G. Morris, J. Philpott, C. Post, B. Powell, B. Tatum

Members Absent: J. Burgin, J. Kelly, G. Springle, D. Wilkinson

Guest: J. Love, College Attorney

Staff: L. Chapman, P. Price, M. Dishman, R.V. Hight, K. Hoyle, B. Merritt,
L. Scuilletti, M. Brown, L. Whitaker

Chairman Philpott welcomed the guest, two doctoral students from the NCSU Doctoral Program and then he called the meeting to order and read the following ethics statement and the Mission Statement of the College.

Ethics Statement

Chairman Philpott stated "I would like to remind all Board Members that it is your duty to avoid all conflicts of interest in your role as a trustee of this college. Having read the agenda, is anyone aware of a conflict of interest with respect to any matter coming before this Board at this time?" Chairman Philpott continues by saying "it at any time a conflict of interest arises, we are all required to individually state that we are recusing ourselves from discussing or voting upon the matter. Next, I wish to remind you that SACSCOC requires the Board to be free from undue influence from political, religious, or other external bodies, and to protect the institution from such influence. If at any time a trustee or college officials' feels undue influence is being applied please bring that to the attention of the Board so that we can respond accordingly."

Mission Statement of the College

Central Carolina Community College serves as a catalyst for individual, community and economic development by empowerment through accessible lifelong learning.

Trustee Lucier made a motion to approve the revised consent agenda. Trustee French seconded the motion. The motion carried unanimously.

Personnel Committee

New Employees

Justin West, Welding Instructor

Lydia Russell, Continuing Education Registration Specialist

Christi Copes, Institutional Research Analyst
Joanna Lewis, Barbering Instructor
Gwendolyn Collins, Senior Activities Director
Ariana Peterson, Academic Assistance Center Coordinator
Shantel Luckey, TRIO Academic Coach
Lindsay Tipton, Director, YouthBuild Program Director
Timothy Lockard, Custodian
Cassandra Mangrich-Smith, Veterans Affairs Coordinator
Toni Williams, Medical Program Coordinator - Chatham

Promotions

Meghan Brown, Executive Director, College Access & Strategic Initiatives
James Thomas, Assistant Director YouthBuild Student Support Services
Jessica Fink, Human Resources Technician

Receive CCCC 2018 Turnover Rates
Approve Audiovisual Equipment Policy changes
Approve 2019 Summer Work Schedule
Approve 2019-20 Holiday Schedule

Finance Committee

The following were approved:

State Budget Financial Reports
State Budget Transfer
County Budget Financial Reports
Status of Special Funds Reports
Investment Asset Account Report
Special Grants Report
Civic Center Budget Report
For Good of School Budget Report
Construction Funds Budget Report
Accept In-Kind Gifts Report - Foundation Blanket
Tuition Assistance Funds
IncluED Access Fees for courses
Reduction in Malpractice Fee

Building & Grounds Committee

Construction Project Updates
Approve ESTC Terminal Roofing Project Bid
Approve CFC Roof Replacement Bid
Approve ECD Roof Replacement Bid
Approve building plaque for Chatham Health Sciences

Program Committee

Faculty Workload Policy Modifications
Nursing Program/Uniform Grading Scale proposal
Certificate in Coding & Programming
CCP Certificate in Coding & Programming
CCP Certificate in Accounting & Finance I
CCP Certificate in Accounting & Finance II
CCP Certificate in Social Media & Marketing
Automotive Restoration Diploma – Removal of Co-requisites

Student & Academic Support Services Committee

Approve modifications for Readmission of Service Members to comply with Financial Aid Guidelines
Approve modifications of Library Archiving Policy
Approval of Foundation Director's Report
Approval of Office of Grants & Strategic Initiatives Reports

FOR FULL BOARD CONSIDERATION AND DELIBERATION
(The remaining items were deliberated fully)

Personnel Committee

No Agenda Items

Trustee Post reported to the Full Board that the Personnel Committee discussed in depth the possibility of allowing the committee to vet the information on a new hire. He said that employees are hired on a probationary period or with a contingency offer. Then when the Board meets, they review the new hires, approve them and then a contract is signed. The members of the committee asked for this not to micromanage the process but to be aware of individuals that are being hired. Trustee Lucier asked if the staff could please work on a procedure for the trustees to review and then vote on if they see fit.

Finance Committee

The members of the Finance Committee met and discussed and approved all of the items on the agenda. All of the Trustees on the Finance Committee were unable to attend the Board Meeting. Chairman Philpott called on VP Price for an overview of the individual items. The first item on the agenda is to approve the 2019-2020 Lee County Budget request. VP Price gave a brief summary of the budget request. Chairman Philpott stated that the Finance Committee recommended approving the 2019-2020 Lee County Budget request. This comes as a

recommendation from the Finance Committee and does not require a second. The motion carried unanimously. VP Price gave a brief summary of the 2019-2020 Harnett County Budget request. Chairman Philpott stated that the Finance Committee recommended approving the 2019-2020 Harnett County Budget request. This comes as a recommendation from the Finance Committee and does not require a second. The motion carried unanimously. VP Price moved to the last item which was the approval of the 2019-2020 Chatham County Budget request and he did an overview of this. Chairman Philpott stated that the Finance Committee recommended approving the 2019-2020 Chatham County Budget request. This comes as a recommendation from the Finance Committee and does not require a second. The motion carried unanimously.

Building & Grounds Committee

Chairman Philpott called on Trustee Powell for a report from the Building & Grounds Committee. Trustee Powell then called on VP Price for highlights on the Harnett Continuing Education and Miriello Mechanical Upgrade bid. Documents regarding this bid were passed out to all Board members the night of the meeting. Trustee Powell reported that the Building & Grounds Committee recommended approving the Harnett Continuing Education and Miriello Mechanical Upgrade bid. Chairman Philpott add that this comes as a recommendation from the Building & Grounds Committee and does not require a second. The motion carried unanimously. VP Price highlighted the Lee Main Campus ADA and Sidewalk Project Bid. Documents regarding this bid were also passed out to all Board members the night of the meeting. Trustee Powell reported that the Building & Grounds Committee recommended approving the Lee Main Campus ADA and Sidewalk Project bid. Chairman Philpott added that this comes as a recommendation from the Building & Grounds Committee and does not require a second. The motion carried unanimously.

Finance/Building & Grounds Committee

Chairman Philpott reported that the Finance Committee and the Building & Grounds Committee met jointly to discuss the approval of proposed additional four-year extension of the Memorandum of Understanding between CCCC and the Sanford Tourism Development Authority. Trustee Powell gave an overview of this MOU. Trustee Powell indicated if this was approved for another four years it would extend it to 2024 unless the Board sees fit to make any changes. Trustee Post asked if there was an escape clause in the MOU. He thought that it should be reviewable each year. After much discussion, the Board decided that it would be best to have College Attorney, Jimmy Love to revise the draft MOU subject to the Boards ability to review. This will be brought back before the Board of Trustees at the July 24th meeting.

Program Committee

No Agenda Items

Student & Academic Support Services Committee

No Agenda Items

Foundation Update

Dr. Emily Hare gave the Foundation update.

Other Items

Chairman Philpott appointed an Ad Hoc Nominating Committee to include, Trustee Hayes as the Chair of the Committee with the other members being Trustee French, Trustee Springle, Trustee Powell and Trustee Crawford.

Comments by the President

Dr. Chapman added that the community baby shower had over 1200 people attend, 448 moms and over 31 counties represented. The largest numbers came from our service area. The Touch-A-Truck event had over 1100 visitors a couple of hours before it ended. The Auto Restoration class participated in the Good Guy's Car Show in Raleigh. We have the only Auto Restoration program in the state. The manager of the Good Guy's Car Show would like to provide a larger area and would like to showcase our program in their brochure. She mentioned that she was glad to be home!! We have a phenomenal college with the best leadership and the best Board or Trustees. She said that we will continue to work on things that we are doing well and ensure that we continue to improve on things that we aren't doing as well as we would like. Dr. Chapman is getting reacquainted with all of our service area. She will target special things, brings students in to showcase and keep the Board informed about how the staff and the President are engaging in the community. Dr. Chapman visited all three counties. She wanted to make sure that they knew that she knew what was important and what should be our priorities. We have to look after our college family, our students and our community. We need to know what career paths are available, what are the best learning pathways and make sure we get the students through the pathways. We have all of the right pieces. Dr. Chapman ended on the fact that she was glad to be home!

Trustee Kirkman made a motion to adjourn. Trustee Hayes seconded the motion and the motion carried unanimously.

