

Blue Ridge Community College
Board of Trustees Meeting
March 13, 2017, 5:00 p.m.
Henderson County Campus
Room 150

The Board of Trustees of Blue Ridge Community College met on Monday, March 13, 2017, at 5:00 p.m. on the Henderson County Campus, Room 150.

The following members were present:

John McCormick	Bill Ramsey	Patricia Jones
Betty Gash	Jeremy Gibbs	Andrew Riddle
Kohlman Flynn	Kelly Leonard	Duke Woodhull
Mark Morse	Susan Robinson	Chip Gould
Elizabeth Mallard		

The following members were excused:

Andrew Tate	Josh Hallingse
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Others attending:

Molly Parkhill	Chad Merrill	Julie Thompson
Carolyn Alley	Lee Anna Haney	Peter Hemans
Glenda McC Carson	Daran Dodd	Steve Young
Brenda Conner	Chad Donnahoo	Lucy Butler

Chairman McCormick called the meeting to order and welcomed Trustees and guests.

Ethics Statement

Chairman McCormick read the following Ethics Statement:

Board Members, Madame President and financial and administrative staff:

- a. You are reminded that you have a duty to avoid all conflicts of interest, potential conflicts of interest, and appearances of conflicts of interest.
- b. Do any of you know of or anticipate any conflict of interest, potential conflict of interest or appearance of conflict of interest regarding the matters on the agenda for today's meeting?

No conflicts were reported.

Approval of Agenda

Chairman McCormick stated it has been brought to his attention by the College's President that an individual has filed a written request to address the Board of Trustees concerning the proposed Law Enforcement Training Center to be located at the College's Henderson County Campus. Under North Carolina law, community college boards of trustees are not statutorily required to have a public comment period like boards of education and board of county commissioners. However, pursuant to Article V, Section 5 (c) of the Board's Bylaws, "any individual or organized group who request to appear before the Board shall so state in writing the purpose of such appearance and the name of each person who is to appear as a spokesperson. The statement shall be filed with the Chairman and President at least four days in advance of the meeting at which the appearance is desired in order that it may be included in the agenda for the meeting. Individuals or delegations shall be heard by the Board upon the consent of the Chairman or a majority of the members." As Chairman, I am consenting to allow Ms. Lucy Butler, who filed her written request four days in advance of this meeting to address the Board concerning the proposed Law Enforcement Training Center. This is an opportunity for Ms. Butler to address the Board and voice concerns or support for a matter within the Board's jurisdiction, not an opportunity for Ms. Butler to question or debate Board members. Board members will not respond to Ms. Butler except to request clarification of points made by the presenter. Ms. Butler will be given five minutes to address the Board. Dr. Chad Merrill will be our time keeper.

Chairman McCormick stated the agenda shall be amended to include "Public Comment" immediately prior to the "Approval of Minutes". Mr. McCormick asked if there were any other changes that needed to be made to the meeting agenda. There being none, Kelly Leonard made a motion to approve the agenda with amendment as presented. It was seconded by Betty Gash and passed without dissent.

Public Comment

Ms. Lucy Butler introduced herself as a representative of a Huddle Group promoting transparency and truth in government. Ms. Butler provided comments to the Board concerning the Law Enforcement Training Center project.

Minutes Approval

Chairman McCormick informed Trustees that the minutes from January 23, 2017, regular session had been posted to the Board web site. Kohlan Flynn made a motion to approve the regular session minutes as presented; it was seconded by Chip Gould and passed unanimously.

Finance & Investment and Facilities Committees

Facilities Committee Chair, Chip Gould informed the Board that the Facilities and Finance & Investment Committees meet jointly on March 2, 2017. Mr. Gould presented the Facilities Condition Assessment Program summary for both the Henderson and Transylvania County Campuses. Mr. Gould stated this is a long process which identifies facility needs and the Facility Committee recommends for approval by the Board. After discussion the Committee recommendation for approval of the 2016-2021 FCAP was unanimously approved.

Mr. Gould provided details on the utilities easement request from Duke Energy for the new Innovative High School building. Mr. Gould stated the Facilities Committee recommend approval of the easement as presented. After discussion the Committee recommendation was approved unanimously.

Mr. Gould informed Trustees that five architectural firms had submitted proposals for the Arts & Sciences Building/Science Lab Renovation Project. Mr. Gould stated that out of five proposals three firms have similar high rankings based on the state-recommended design criteria. The Facilities Committee recommends awarding the project contract to Essential Systems. After discussion and all questions were addressed, the Committee recommendation was approved without dissent.

Finance Committee Chair, Kohlan Flynn reviewed the 2017-18 proposed capital budget for the Henderson County totaling \$745,700. He also provided information for Transylvania County totaling \$58,300. All questions were addressed. Dr. Flynn stated the Finance & Investment Committee recommend approval of the proposed capital budgets for both Henderson and Transylvania Counties as presented. The Committee recommendation was approved unanimously.

Dr. Flynn also reviewed the 2017-18 proposed operating budget for Henderson County totaling \$2,985,573. Dr. Flynn stated this budget reflects an increase due to security and maintenance needs at the new Health Science Center (HSC) and operating expenses for the Innovative High School scheduled to open August 2017. Dr. Flynn reviewed the 2017-18 proposed operating budget for Transylvania County totaling \$363,439, which reflects an increase due to salary, security, and utility's needs. Dr. Flynn stated the Finance & Investment Committee recommend approval of the proposed operating budgets for both Henderson and Transylvania Counties as presented. After discussion the Committee recommendation was approved unanimously.

President's Report

President Parkhill informed Trustees that a copy of the President's Report has been posted to the Board Web site for their review. Dr. Parkhill encouraged Board Members to contact her if they had any questions regarding the report. The full report is attached and made a part of these minutes.

President Parkhill highlighted the following items:

- A preliminary state budgeted FTE report for FY 2017-18 was posted for Trustees review and reflects a 4.5% increase in total FTE.
- The Governor recently released his budget. The Senate and House will now work on their proposed budgets. President Parkhill reviewed the following state-wide budget priorities included in the governor's budget:
 - fund enrollment growth
 - NCGrow – provide scholarships for recent high school graduates – funded from the state lottery
 - start-up funds for high-cost workforce programs
 - increase funding for short-term workforce training programs leading to industry credentials
 - additional 30 career coaches

- reward community colleges for meeting wage earning outcomes – colleges preparing students for better-paying jobs resulting in earnings gains
- increase student completion – invest in student support services at \$10/student
- The Detention School Officers program had a 100% passing rate.
- The College recently received our Fiscal Year 2014 3-year Cohort Default Draft Rate – 16.6%. This is the lowest it has been in 6 years. This decrease is in part due to our use of a third-party loan default manager.

Review of Financial Reports

Carolyn Alley informed the Board that the College has not yet received the official final Financial Audit Report; however at the exit interview with the auditors no findings were identified.

Ms. Alley reviewed the Current Financial Condition Report and Narrative which was posted to the Board website prior to the meeting. All questions were addressed.

Educational Foundation Report

Chairman McCormick informed Trustees that Ms. Ann Green was sick and unable to attend the meeting tonight. He stated that the Educational Foundation report was part of the president's report and posted to the Board website for review.

Student Government Association Report

SGA President Elizabeth Mallard reported that both the Henderson and Transylvania County campuses held "Welcome Back" events for students.

Ms. Mallard also stated the Transylvania Campus SGA voted to allocate \$500 for a mural to be placed in the TCC Media Center. Instructor Michael Jauch's Drawing I class will be creating the mural over the course of the semester. The project should be completed by mid-April.

The Transylvania SGA is also planning a new drive to help homeless youth in Transylvania County. The REACH initiative is a project to help the almost 200 Transylvania County School students considered homeless. Ms. Mallard informed Trustees that both the Henderson and Transylvania Campus SGA's will be working together on the REACH initiative.

Old Business

Chairman McCormick asked By Laws Committee Chair, Kelly Leonard to review with Board Members the proposed By Law changes that were presented at the last meeting. After discussion and all questions were addressed, the revised Board By-Laws were approved unanimously as presented.

Chairman McCormick informed Trustees the North Carolina State Board of Community Colleges, held a special called meeting on March 3, to discuss state and local board governance as a direct result of some issues surrounding Martin Community College. Several key legislative leaders had requested that the State Board share potential governance options for consideration by the NC

General Assembly. At this meeting the State Board approved the following general statute changes:

- 115D-13 Terms of office of trustees – No person may be appointed to more than two consecutive terms of six years on the Board of Trustees
- 115D-18 Organization of boards; meetings – Each board of trustees shall meet at least once every two months
- 115D-19 Removal of trustees – If a board of trustees persists in willfully and through gross negligence refuses to comply with any laws, regulations, and sound fiscal and management practices, the State Board may assume the duties of the Board of Trustees and may appoint an administrator to exercise the powers assumed.

Approval of Consideration – Naming of Building

Chairman McCormick asked Dr. Parkhill to step out of the meeting during the discussion of this agenda item.

Chairman McCormick informed Trustees that he had received a letter of consideration from Dr. Kohlan Flynn regarding naming the building that will house the new Innovative High School for retiring President Dr. Molly A. Parkhill. Mr. McCormick stated as outlined in the College's policy on Naming of Building and Programs if the Board Members determine that there is sufficient interest to consider this request, the Chairman shall appoint an ad hoc committee of not less than three board members to determine whether this proposed action is in the best long-term interest of the College. Chip Gould made a motion to review the consideration. It was seconded by Kohlan Flynn and passed without dissent.

Chairman McCormick appointed Kohlan Flynn, Betty Gash, and Duke Woodhull to serve on the ad hoc Naming and Recognition Committee. Mr. McCormick charged the committee to review and bring back their recommendation to the full Board at the next meeting in May.

Mr. McCormick stated that he had spoken with both the Henderson County School Board and Commissioners regarding this request. Neither entity had any problems or issues with naming the Innovative High School building for retiring President Parkhill.

Review of New Employee

Chairman McCormick reviewed the new employee listing which was posted to the Board web site prior to the meeting. President Parkhill informed Trustees that these are replacement positions.

Review of Continuing Education Internal Audit Report

President Parkhill informed Board Members that a copy of the Continuing Education Internal Audit Report was posted to the Web site for their review. President Parkhill stated the College conducts an annual internal audit which reflects vice president and staff visits to on campus and off-site classes. President Parkhill stated no infractions were identified. All questions were addressed

Comments by the Board Members

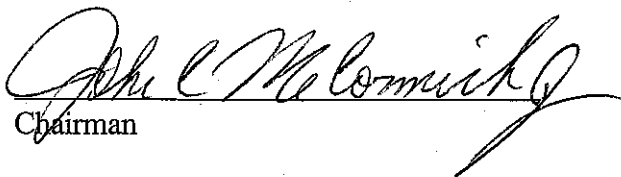
Nominating Committee Chair, Kohlan Flynn informed Trustees that a copy of the 2017 Board Nomination form was posted to the Board website. Dr. Flynn encouraged Trustees to complete the form and return it to Brenda Conner by June 6th. The Nominating Committee will meet and review the forms in order to provide a recommendation for the 2017-2018 Slate of Officers at the July meeting.

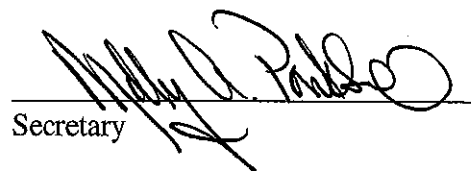
President Parkhill asked Trustees to mark their calendar for the upcoming Appreciation Breakfast and SAMTEC Ribbon Cutting on May 24, at 7:45 a.m. in the Blue Ridge Conference Hall.

Bill Ramsey stated the College has two outstanding representatives that serve with him on the Henderson County Public Library board. Mr. Ramsey provided a brief update on the Fletcher Library project.

Glenda McCarson stated based on some suggestions from Trustees, there have been some audio and visual improvements made to the meeting room #140 at the Transylvania County Campus.

There being no further business, Mark Morse made a motion to adjourn the meeting. It was seconded by Chip Gould and passed unanimously.


Chairman


Secretary