

MINUTES OF THE BOARD OF TRUSTEES MEETING
Southwestern Community College

July 26, 2016 – SCC Jackson Campus

Attending:

Trustees

Terry Bell
Jeff Cloer
Vance Davidson
Karl Gillespie
Paul Holt

Jeremy Hyatt
Libby Knight
Mark Jones
Gary Shields
Lambert Wilson

College Staff

Don Tomas
Thom Brooks
Nan Coulter
Johnathan Dean

Tyler Goode
Lynda Parlett
Cliff Stalter

Guests:

Ann Melton, Jackson County Clerk of Superior Court; Tanner Hall, Sylva Herald and Ruralite reporter

Absent

Jean Ellen Forrister
Ciara Payne

The Board of Trustees of Southwestern Community College (SCC) met for its regular quarterly meeting on July 26, 2016 in the Charles Siler Slagle Board Room of the Conrad Burrell Building on the Jackson campus.

Chairman Terry Bell called the meeting to order at 5:01 pm and read the Ethics and Conflict of Interest statement.

OATH OF OFFICE

Jackson County Clerk of Superior Court Ann Melton administered the Oath of Office to reappointed Trustees W. Paul Holt, Jr. and Gary M. Shields.

PREVIOUS MEETINGS' MINUTES

Mr. Bell asked for a motion to approve the minutes of the Special Called meeting of May 17, 2016. Mr. Holt made a motion to approve the minutes as presented, and Mr. Cloer seconded the motion, which carried unanimously.

PRESIDENT'S REPORT

Dr. Tomas gave the President's Report. He reported that the consulting engineers have detected no additional settling from the crack monitors on the Myers Auditorium/R5000 damage. The engineers will now begin a scope of work report to prepare an RFP, publicize the RFP and then the College will begin negotiations with the insurance adjuster for DeVere/NCDoT. The damage appears to be limited to the floors, walls and door jams. Mr. Holt asked if the damage will increase if the area experiences hard, sustained rains or flooding. Dr. Tomas will discuss this with the engineers, as well as inquiring about warranties, and report back. The R5000 project is scheduled for completion by the end of August 2016.

Dr. Tomas reported that the NCCCS will distribute the 2016-2017 Budget on August 19 in Raleigh, and the Board may need to call a Special Meeting to approve the College Budget prior to the October Board meeting.

Dr. Tomas advised the Board of upcoming conferences and events: NCACCP Summer meeting July 27-29 in Asheville, 2016 Fall Welcome Back on August 9, 2016, the NCACCT Leadership Seminar in Charlotte September 7-9, the SACSCOC Site Visit October 3-6 at SCC and the ACCT Annual Congress October 5-8 in New Orleans. Due to the conflict between the SACSCOC Site Visit and the ACCT Annual Congress, SCC will not be attending ACCT this year.

Dr. Tomas informed the Board that Conrad Burrell's term as Trustee has expired and the Governor has appointed Mr. Doug Cody, former Jackson County Commissioner, to serve as the Governor's Appointee to the Board of Trustees for Jackson County. Mr. Cody was not able to attend this evening's Board meeting due to a scheduling conflict and will be sworn in at the October 2016 Finance and Campus Improvement Committee meeting. A retirement reception honoring Mr. Burrell will be scheduled in the upcoming weeks.

CURRICULUM AND STUDENT SERVICES COMMITTEE

Mr. Bell asked Executive Vice President for Instruction and Student Services Dr. Brooks to report on Workforce Innovations and Instruction and Student Services.

Dr. Brooks reported that Spring enrollment in Workforce Innovation and Continuing Education has increased over last year, but the Summer Curriculum enrollment is slightly down.

Dr. Brooks gave an update on the SACSCOC Reaffirmation and Quality Enhancement Plan (QEP). The final report was submitted to the SACSCOC Off-Site Review Committee in late February. The response from the Off-Site Team has been received and was positive. The College's Reaffirmation team will follow up on documentation requests and submit their responses at the same the final QEP is submitted on August 5. The On-Site visit with the SACSCOC review team is scheduled for October 3-6, 2016, during which time all reports for reaffirmation and the QEP will be reviewed. The College's Reaffirmation and QEP teams do not expect any negative issues or concerns resulting from the on-site review.

Dr. Brooks presented a proposal to add an Associate in Engineering degree program at SCC. No new courses or faculty will be needed for this new program, which will provide smooth college transfer opportunities for students wanting to enroll in engineering programs at the university level. Following discussion, Mr. Davidson made a motion to approve the addition of the Associate in Applied Science in Engineering at SCC. Mr. Cloer seconded the motion, which passed unanimously.

FINANCE AND CAMPUS IMPROVEMENT COMMITTEE

Mr. Holt then asked Vice President for Financial and Administrative Services Cliff Stalter to report on Business Services.

Mr. Stalter reviewed the Local Revenue Analysis and State Current Expenses for the period ending June 30, 2016, the 2015-2016 Budget Reversion, and 2016-2017 Budget Update (VI.A.1.a, VI.A.1.b, VI.A.1.c. and VI.A.1.d.).

Mr. Stalter presented the following Action Item:

VI.A.2.a. – Budget Transfers

Mr. Holt moved to approve the Action Items as presented, and Mr. Wilson seconded the motion, which passed unanimously.

Mr. Stalter gave the Board an update on Facilities. He reported that the Jackson County Board of Commissioners formally adopted the new Health Science Building project at their July 21, 2016 meeting. Mr. Hyatt and Mr. Cloer asked about the proposal by Jackson County Commissioner candidates Mickey Luker and Ron Mau to combine the proposed new SCC Health Sciences Building with the Jackson County Health Department. Mr. Jones responded that the current Jackson County Health Department building is under-utilized and has low staffing, so combining these projects would not be feasible due to lack of need for a new Jackson County Health Department facility. He stated further that Jackson County is conducting study on the proposal,

which should be completed and published in the next 60 days. Dr. Tomas noted that Mr. Luker and Mr. Mau have not approached the College regarding this proposal, but are welcome to schedule visits at their convenience.

Mr. Stalter updated the Board on the R5000 damage to Myers Auditorium. The College met with the College attorney, consulting engineers, and a DOT representative on July 11th, and the engineer crack sensors showed no additional movement of the building. The engineer will now develop specifications for repair of the facility, and once complete, the DOT will review plan. Once the DOT approves the plan, the College will bid the project, make contractor selection and award the project. The DOT will take the results of the study to their insurance company to develop a settlement payment to Jackson County for the damage.

Mr. Stalter reported that the renovations to Founders Hall should be completed by the end of July 2016, and the Bradford Hall renovation should be completed by mid-August 2016. The Café in Founders is scheduled to open after the beginning of Fall semester classes.

Mr. Stalter reported that the College has received quotes for treatment and removal of the contaminated material at the Jackson County Firing Range used by SCC Public Safety Training, and made a presentation to the Jackson County Board of Commissioners on July 21, 2016 on the quotes. The Commissioners voted to neutralize the contaminated material on-site, then transport it to a landfill for disposal. The cost will be \$237,183.00, which will be paid by Jackson County, and CCI, the project contractor, will be able to complete the project within 48 hours of arrival at the Firing Range.

Mr. Stalter updated the Board on the retaining wall for Burrell Parking Lot N. The wall has what appears to be some settling issues, and contractors hired surveyors to evaluate elevations of the wall. The College is awaiting report back on the status of the settling. The project is within the warranty period.

Mr. Stalter gave an overview of a proposed project to renovate the Summit Building to expand the facilities for the Welding and HVAC programs, and plans for a new Maintenance Building, both on the Jackson Campus. The funds for these projects, estimated at \$1,182,000.00 have been by the Jackson County Board of Commissioners. Following discussion, Mr. Cloer made a motion to approve these capital projects. The motion was seconded by Mr. Jones and passed unanimously.

EXECUTIVE COMMITTEE

Under Action Items, Mr. Holt made a motion that the Additions to Full-Time Employee List (VII.A.1. and Additions to Part-Time Employee List (VII.A.2) be approved, which was seconded by Mr. Cloer and passed unanimously.

Mr. Bell informed the Board of Trustees that he will appoint Mr. Cloer, Mr. Davidson and Mr. Wilson to the Nominating Committee for the 2017 Board of Trustees Officers. Mr. Davidson was appointed chair of the Committee. The Committee will report back with their recommendations at the October 25, 2016 Board of Trustees meeting.

INSTITUTION RESEARCH AND PLANNING

Director of Institutional Research and Planning Mr. Johnathan Dean distributed the 2016-2017 SCC Fact Book to the Trustees. He also gave a report to the Board on the recent Student and Employee Climate Surveys, and distributed a report with the summaries of each. Mr. Dean then reported to the Board on the Institutional Goals for Instruction and Student Support.

INSTITUTIONAL DEVELOPMENT

Ms. Lynda Parlett, Executive Director of Institutional Development, reviewed the current Grant Status at SCC, and gave a brief update on the upcoming SCC Foundation Student Success Gala, Bluegrass, Blue Jeans and Bling. Mr. Davidson and Mr. Wilson strongly encouraged the Trustees to attend the Gala and sell tickets to their friends and family.

OTHER BUSINESS

Under Other Business, Dr. Tomas showed the Board a video of the Jackson Campus and the R5000 Connector shot using the College's drone. Mr. Shields suggested the College offer a course in drone photography.

Mr. Gillespie inquired about the status of the proposed cell tower on the Jackson Campus. Dr. Tomas said the vendor has not responded regarding further testing since the initial meeting. Mr. Stalter will follow up with the vendor.

With no other business before the Board, Mr. Cloer made a motion to adjourn the meeting. Mr. Holt seconded the motion which carried unanimously.

The meeting adjourned at 6:27 PM.

Terry Bell, Chairman
Board of Trustees

Don Tomas, Secretary
Board of Trustees